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INTRODUCTION

The CSA - Passenger and Freight Regulations Manual consists of 3 Parts:

- A General Information
- B Passenger Regulations
- C Freight Regulations

Each part is divided into chapters and each chapter into sections. Each section starts with page number 1., e.g. B.2.1.1. means Passenger Regulations; chapter 2; section 1; page 1.

Specimens of transportation documents and forms will be shown on separate pages following immediately after the section to which they apply. They will be numbered by letters in alphabetical order instead of page numbers, e.g. pages with specimens of International ticket will be marked B.3.1.a, B.3.1.b etc.

Revised pages will be sent regularly to the holders of this manual as soon as they are published. After their receipt the serial numbers appearing on these pages in numerical sequence should be crossed off on the list of serial numbers prior to insertion of these pages into the manual.

All replaced pages may be destroyed.

For all missing pages please apply to CSA, Commercial Dept., Prague.

CSA**ČESKOSLOVENSKÉ AEROLINIE**

PASSENGER AND FREIGHT REGULATIONS

LIST OF SERIAL NUMBERS

| | | | | | | | |
|----|----|-----|-----|-----|-----|-----|-----|
| 1 | 46 | 91 | 136 | 181 | 226 | 271 | 316 |
| 2 | 47 | 92 | 137 | 182 | 227 | 272 | 317 |
| 3 | 48 | 93 | 138 | 183 | 228 | 273 | 318 |
| 4 | 49 | 94 | 139 | 184 | 229 | 274 | 319 |
| 5 | 50 | 95 | 140 | 185 | 230 | 275 | 320 |
| 6 | 51 | 96 | 141 | 186 | 231 | 276 | 321 |
| 7 | 52 | 97 | 142 | 187 | 232 | 277 | 322 |
| 8 | 53 | 98 | 143 | 188 | 233 | 278 | 323 |
| 9 | 54 | 99 | 144 | 189 | 234 | 279 | 324 |
| 10 | 55 | 100 | 145 | 190 | 235 | 280 | 325 |
| 11 | 56 | 101 | 146 | 191 | 236 | 281 | 326 |
| 12 | 57 | 102 | 147 | 192 | 237 | 282 | 327 |
| 13 | 58 | 103 | 148 | 193 | 238 | 283 | 328 |
| 14 | 59 | 104 | 149 | 194 | 239 | 284 | 329 |
| 15 | 60 | 105 | 150 | 195 | 240 | 285 | 330 |
| 16 | 61 | 106 | 151 | 196 | 241 | 286 | 331 |
| 17 | 62 | 107 | 152 | 197 | 242 | 287 | 332 |
| 18 | 63 | 108 | 153 | 198 | 243 | 288 | 333 |
| 19 | 64 | 109 | 154 | 199 | 244 | 289 | 334 |
| 20 | 65 | 110 | 155 | 200 | 245 | 290 | 335 |
| 21 | 66 | 111 | 156 | 201 | 246 | 291 | 336 |
| 22 | 67 | 112 | 157 | 202 | 247 | 292 | 337 |
| 23 | 68 | 113 | 158 | 203 | 248 | 293 | 338 |
| 24 | 69 | 114 | 159 | 204 | 249 | 294 | 339 |
| 25 | 70 | 115 | 160 | 205 | 250 | 295 | 340 |
| 26 | 71 | 116 | 161 | 206 | 251 | 296 | 341 |
| 27 | 72 | 117 | 162 | 207 | 252 | 297 | 342 |
| 28 | 73 | 118 | 163 | 208 | 253 | 298 | 343 |
| 29 | 74 | 119 | 164 | 209 | 254 | 299 | 344 |
| 30 | 75 | 120 | 165 | 210 | 255 | 300 | 345 |
| 31 | 76 | 121 | 166 | 211 | 256 | 301 | 346 |
| 32 | 77 | 122 | 167 | 212 | 257 | 302 | 347 |
| 33 | 78 | 123 | 168 | 213 | 258 | 303 | 348 |
| 34 | 79 | 124 | 169 | 214 | 259 | 304 | 349 |
| 35 | 80 | 125 | 170 | 215 | 260 | 305 | 350 |
| 36 | 81 | 126 | 171 | 216 | 261 | 306 | 351 |
| 37 | 82 | 127 | 172 | 217 | 262 | 307 | 352 |
| 38 | 83 | 128 | 173 | 218 | 263 | 308 | 353 |
| 39 | 84 | 129 | 174 | 219 | 264 | 309 | 354 |
| 40 | 85 | 130 | 175 | 220 | 265 | 310 | 355 |
| 41 | 86 | 131 | 176 | 221 | 266 | 311 | 356 |
| 42 | 87 | 132 | 177 | 222 | 267 | 312 | 357 |
| 43 | 88 | 133 | 178 | 223 | 268 | 313 | 358 |
| 44 | 89 | 134 | 179 | 224 | 269 | 314 | 359 |
| 45 | 90 | 135 | 180 | 225 | 270 | 315 | 360 |

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ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

PART "A" - CONTENTS

- A. 1. A Short History of the Czechoslovak Airlines
- A. 2. ČSA Aircraft Data
- A. 3. Interline Agreements and Abbreviations
- A. 4. IATA Conference Areas

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ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

A Short History of the Czechoslovak Airlines.

The Czechoslovak Airlines, State Corporation for Civil Air Transport, was founded on July 28, 1923. Three months later the first flight on the 320 km long route from Prague to Bratislava was accomplished. An open Branderburg two-seater carried aboard a pilot and one passenger at an average cruising speed of 110 km/h.

With the gradually expanding home services more modern and faster aircraft were put into service. The introduction into service of the Farman Goliath Airlines manufactured on a licence basis by the Avia Aircraft Works of Prague, signified a real step forward.

In 1927, another, private, air transport company - Československá letecká společnost (abbreviated ČLS) was founded. Already in the following year, ČLS opened its international services. After a short time ČSA, too, commenced to operate on international routes and became member of IATA. Soon, Czechoslovak aircraft were flying to Germany, the Netherlands, Austria, Switzerland, Poland - the latter line being in 1934 extended to Moscow - and to other countries.

The thirties are, apart from the rapid expansion of the Czechoslovak airlines network, characterized by the improvement of the technical and ground services and by the modernization of the air fleet in operation. By 1933 all aircraft types were already fitted with wireless sets and first night flights were effected. The average cruising speed at that time was as much as 165 km/h. Among new aircraft types worthy of mention were the three-engined Fokkers, the American Douglas aircraft and the Italian Savoia-Marchetti - both latter types offering passengers modern service with stewardesses.

The modern Ruzyně airport near Prague, the building of which was completed in 1937, helped Czechoslovak civil aviation to assume an important position in Europe. On the eve of the Second World War, Czechoslovak aircraft connected Prague with all the capitals of Europe or important European cities. At that time the average cruising speed of Czechoslovak aircraft, the majority of which were powered with Aero engines of Czech design, had already reached 240 km/h.

The Nazi occupation and the war signified for a time the end of Czechoslovak aviation - both civil and military. But hundreds of Czech and Slovak airmen continued to fight the enemy on aircraft of the Allied Air forces all over the world.

In 1945, the Czechoslovak Airline had at their disposal destroyed aerodromes and several obsolete German Junkers aircraft, which after some modifications formed the base of the new air fleet. During the following year, ČSA supplemented and replaced the old types with converted military Dakotas DC-3, resumed all pre-war routes and the network was extended to the Near and Middle East.

About 1950, foreign services were temporarily curtailed due to the international political situation. During this period, however, attention was paid to the intensive expansion of the home network which nowadays ranks among the most extensi-

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ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

A Short History of the Czechoslovak Airlines.

ve in Europe. At that period CSA already operated Soviet IL-12 24-seater aircraft and later on, it acquired modern two-engined well-proven and reliable IL-14 32-passenger airliners manufactured under licence by the Avia Aircraft Works in Prague.

One of the most important milestones in the history of the Czechoslovak Airlines is December 1957, when the TU-104 A jet liner took off for the first time from Prague for Moscow as the first jet liner operating on a regular international route. At beginning of 1960 CSA introduced into its air fleet, the IL-18 turbo-prop liners designed for service over short and medium ranges and having a seating capacity of 80 passengers.

Simultaneously the scope of operations has continued to expand in recent years. In present time aircraft with the identification mark "OK", are landing with a few exceptions only, on all the airports of European capitals and of several cities in the Near, Middle and Far East including Africa. Services on further long-distance routes are being planned. In domestic network regular air services now connect 13 towns in Czechoslovakia and the popular aerotaxi service has nearly a hundred aerodromes at its disposal.

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Aircraft Types

| Type | No. of Engines | Total h.p. | Dimensions | | Weight Loaded | Typical Passenger Capacity | Cargo Capacity | Typical performance | | | Take off Run |
|----------------------------|----------------|------------|------------|-----------|---------------|----------------------------|----------------|---------------------|----------------|-------|--------------|
| | | | Span | Length | | | | Payload | Cruising Speed | Range | |
| | | | ft.in | ft.in | lbs. | | cu.ft. | lbs. | m.p.h. | miles | ft. |
| ILYUSHIN IL-14/32/1957 | 2 | 3800 | 104 0 | 73 2 | 38590 | 32/36 | 247 | 7827 | 205 | 1100 | 1950 |
| ILYUSHIN IL-18/Moskva 1960 | 4 | 16000 | 122 8 1/2 | 117 9 1/2 | 134500 | 75-85/P | 1236 | 30870 | 405 | 3000 | 4100 |
| TUPOLEV TU-104A 1957 | 2 | x 41900 | 113 4 | 127 5 1/2 | 166470 | 70/P/ | 460 | 28220 | 530 | 2000 | 6200 |

x = Static thrust in lbs.

CSA

ČESKOSLOVENSKÉ AEROLINIE
PASSENGER AND FREIGHT REGULATIONS

CSA AIRCRAFT DATA

Serial number

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CSA Aircraft Door Sizes

| Type | Front Cargo Door | | Main Cabin Door | | Rear Cargo Door | | Front Belly Door | | Rear Belly Door | |
|----------------------|------------------|-------|-----------------|--------|-----------------|--------|------------------|--------|-----------------|--------|
| | inches | cms. | inches | cms. | inches | cms. | inches | cms. | inches | cms. |
| ILYUSHIN IL-14/32 | 37x29 | 94x60 | 27x55 | 68x142 | 27x23 | 70x60 | - | - | - | - |
| ILYUSHIN IL-18 | - | - | 30x55 | 76x140 | 35x50 | 90x128 | 49x29 | 125x75 | 49x29 | 125x75 |
| TUPOLEV TU-104A | - | - | 27x51 | 70x130 | - | - | 51x30 | 130x78 | 51x30 | 130x78 |

CSA AIRCRAFT DATA

CSA
CISKOSLOVENSKE AEROLINIE
 PASSENGER AND FREIGHT REGULATIONS

CSA ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

Č S A AIRCRAFT DATA

Maximum Floor Bearing Weight Per Piece.

| Type | kg.per sq.m. | lb.per sq.ft. |
|--------------|--------------|---------------|
| IL-14/32 ČSA | 900 | 184 |
| IL-18 ČSA | 350 | 72 |
| TU-104A ČSA | 500 | 102 |

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ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

CSA AIRCRAFT DATA

LOADING CHARTS

TOP LEVEL 10-104 A

Use of charts: One of the dimensions of the package can be found on the vertical scale and the other can be found on the horizontal scale. If the third dimension of the package does not exceed the figure shown in the space at which the other two intersect on the chart, the package may be loaded.

(REAR BELLY COMPARTMENT)

(Forward door)

Package width

| Package height | Package width | | | | | |
|----------------|---------------|--------|--------|--------|--------|--|
| | 35/13 | 45/17 | 55/21 | 65/25 | 75/29 | |
| 36/14 | 185/72 | 185/72 | 185/72 | 185/72 | 185/72 | |
| 38/15 | 185/72 | 185/72 | 185/72 | 185/72 | 180/71 | |
| 40/15 | 185/72 | 185/72 | 185/72 | 180/71 | 175/69 | |
| 42/16 | 185/72 | 185/72 | 185/72 | 173/68 | 168/66 | |
| 44/17 | 185/72 | 185/72 | 182/72 | 170/69 | 160/63 | |
| 46/18 | 185/72 | 181/71 | 176/69 | 166/65 | 154/60 | |
| 48/19 | 182/71 | 176/69 | 171/67 | 162/63 | 146/57 | |
| 50/20 | 176/69 | 170/69 | 167/65 | 158/62 | 140/55 | |
| 52/20 | 171/67 | 166/65 | 163/64 | 155/61 | 135/53 | |
| 54/21 | 167/65 | 162/63 | 160/63 | 151/59 | 131/51 | |
| 56/22 | 163/64 | 158/62 | 156/61 | 148/58 | 126/49 | |
| 58/23 | 160/63 | 155/61 | 153/60 | 145/57 | 123/48 | |
| 60/23 | 156/61 | 151/59 | 150/59 | 142/56 | 119/46 | |
| 62/24 | 153/60 | 149/58 | 147/58 | 139/54 | 115/45 | |
| 64/25 | 150/59 | 146/57 | 145/57 | 136/53 | 112/44 | |
| 66/25 | 147/58 | 143/56 | 141/55 | 131/51 | 108/42 | |
| 68/26 | 144/56 | 140/55 | 139/54 | 127/50 | 105/41 | |
| 70/27 | 141/55 | 137/53 | 136/53 | 124/48 | 102/40 | |
| 72/28 | 138/54 | 134/52 | 131/51 | 120/47 | 99/39 | |
| 74/29 | 135/53 | 130/51 | 126/49 | 117/46 | 96/37 | |
| 76/30 | 132/52 | 126/49 | 122/48 | 113/44 | 93/36 | |
| 77/30 | 130/51 | 125/49 | 120/47 | 110/43 | 90/35 | |

Package length

Left figure, dimensions in centimetres;

Right figure, dimensions in inches;

(e.g. 35/13 means 35 cms = 13 inches)

Serial number

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Date

Signature

Signature



ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

CSA AIRCRAFT DATA

LOADING CHARTS

TOPOLEV TU-104 A

Use of charts: One of the dimensions of the package can be found on the vertical scale and the other can be found on the horizontal scale. If the third dimension of the package does not exceed the figure shown in the space at which the other two intersect on the chart, the package may be loaded.

(REAR BELLY COMPARTMENT)

(Forward door)

Package width

| Package height | | 35/13 | 45/17 | 55/21 | 65/25 | 75/29 |
|----------------|-------|--------|--------|--------|--------|--------|
| | 36/14 | 185/72 | 185/72 | 185/72 | 185/72 | 185/72 |
| | 38/15 | 185/72 | 185/72 | 185/72 | 185/72 | 180/71 |
| | 40/15 | 185/72 | 185/72 | 185/72 | 180/71 | 175/69 |
| | 42/16 | 185/72 | 185/72 | 185/72 | 173/68 | 168/66 |
| | 44/17 | 185/72 | 185/72 | 182/72 | 170/69 | 160/63 |
| | 46/18 | 185/72 | 181/71 | 176/69 | 166/65 | 154/60 |
| | 48/19 | 182/71 | 176/69 | 171/67 | 162/63 | 146/57 |
| | 50/20 | 176/69 | 170/69 | 167/65 | 158/62 | 140/55 |
| | 52/20 | 171/67 | 166/65 | 163/64 | 155/61 | 135/53 |
| | 54/21 | 167/65 | 162/63 | 160/63 | 151/59 | 131/51 |
| | 56/22 | 163/64 | 158/62 | 156/61 | 148/58 | 126/49 |
| | 58/22 | 160/63 | 155/61 | 153/60 | 145/57 | 123/48 |
| | 60/23 | 156/61 | 151/59 | 150/59 | 142/56 | 119/46 |
| | 62/24 | 153/60 | 149/58 | 147/58 | 139/54 | 115/45 |
| | 64/25 | 150/59 | 146/57 | 145/57 | 136/53 | 112/44 |
| | 66/26 | 147/58 | 143/56 | 141/55 | 131/51 | 108/42 |
| | 68/26 | 144/56 | 140/55 | 139/54 | 127/50 | 105/41 |
| | 70/27 | 141/55 | 137/53 | 135/53 | 124/48 | 102/40 |
| | 72/28 | 138/54 | 134/52 | 131/51 | 120/47 | 99/39 |
| | 74/29 | 135/53 | 130/51 | 126/49 | 117/46 | 96/37 |
| | 76/30 | 132/52 | 126/49 | 122/48 | 113/44 | 93/36 |
| | 77/30 | 130/51 | 125/49 | 120/47 | 110/43 | 90/35 |

Package length

Left figure, dimensions in centimetres;

Right figure, dimensions in inches;

(e.g. 35/13 means 35 cms = 13 Inches)

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PASSENGER AND FREIGHT REGULATIONS

ČSA AIRCRAFT DATA

LOADING CHARTS

TUPOLEV TU-104 A

(FRONT BELLY COMPARTMENT)

Package width

| Package height | Package width | | | | | |
|----------------|---------------|--------|--------|--------|--------|--|
| | 35/13 | 45/17 | 55/21 | 65/25 | 75/29 | |
| 26/10 | 240/94 | 240/94 | 240/94 | 240/94 | 240/94 | |
| 28/11 | 240/94 | 240/94 | 240/94 | 240/94 | 230/90 | |
| 30/12 | 240/94 | 240/94 | 240/94 | 240/94 | 220/86 | |
| 32/12 | 240/94 | 240/94 | 240/94 | 235/92 | 211/83 | |
| 34/13 | 240/94 | 237/93 | 238/93 | 226/89 | 204/80 | |
| 36/14 | 233/92 | 230/90 | 229/90 | 219/86 | 198/78 | |
| 38/15 | 228/90 | 225/88 | 219/86 | 212/83 | 192/75 | |
| 40/15 | 222/87 | 220/86 | 213/83 | 206/81 | 184/72 | |
| 42/16 | 215/84 | 210/82 | 206/81 | 200/78 | 177/69 | |
| 44/17 | 210/82 | 205/80 | 200/78 | 194/76 | 171/67 | |
| 46/18 | 205/80 | 200/78 | 195/76 | 190/74 | 165/65 | |
| 48/19 | 198/78 | 194/76 | 190/74 | 187/73 | 160/63 | |
| 50/20 | 193/76 | 190/74 | 185/72 | 183/72 | 156/61 | |
| 52/20 | 188/74 | 186/73 | 180/71 | 178/70 | 152/59 | |
| 54/21 | 183/72 | 182/71 | 176/69 | 175/69 | 148/58 | |
| 56/22 | 178/70 | 177/69 | 171/67 | 170/67 | 144/56 | |
| 58/22 | 176/69 | 172/67 | 168/66 | 165/65 | 140/55 | |
| 60/23 | 171/67 | 169/66 | 164/64 | 160/63 | 136/53 | |
| 62/24 | 168/66 | 165/65 | 161/63 | 156/61 | 132/52 | |
| 64/25 | 163/64 | 162/63 | 157/61 | 153/60 | 128/50 | |
| 66/26 | 160/63 | 159/62 | 154/60 | 150/59 | 122/48 | |
| 68/26 | 157/61 | 155/61 | 151/59 | 145/57 | 120/47 | |
| 70/27 | 153/60 | 152/59 | 150/59 | 143/56 | 116/45 | |
| 72/28 | 151/59 | 149/58 | 144/56 | 138/54 | 112/44 | |
| 74/29 | 148/58 | 147/58 | 141/55 | 135/53 | | |
| 76/30 | 146/57 | 143/56 | 137/53 | 132/52 | | |
| 77/30 | 145/57 | 140/55 | 135/53 | 130/51 | | |

Package length

Left figure, dimensions in centimetres;

Right figure, dimensions in inches;

(e.g. 35/13 means 35 cms = 13 inches)

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PASSENGER AND FREIGHT REGULATIONS

ČSA AIRCRAFT DATA

LOADING CHARTS

TUPOLEV TU-104A

(REAR BELLY COMPARTMENT)
(Aft door)

Package width

| | 35/13 | 45/17 | 55/21 | 65/25 | 75/29 |
|-------|--------|--------|--------|--------|--------|
| 42/16 | 190/74 | 190/74 | 190/74 | 190/74 | 190/74 |
| 44/17 | 190/74 | 190/74 | 190/74 | 190/74 | 185/72 |
| 46/18 | 190/74 | 190/74 | 190/74 | 190/74 | 180/71 |
| 48/19 | 190/74 | 190/74 | 190/74 | 190/74 | 175/68 |
| 50/20 | 190/74 | 190/74 | 190/74 | 184/74 | 170/67 |
| 52/20 | 190/74 | 190/74 | 185/72 | 179/70 | 165/65 |
| 54/21 | 190/74 | 184/72 | 181/71 | 175/69 | 155/61 |
| 56/22 | 185/72 | 179/70 | 176/69 | 171/67 | 147/58 |
| 58/22 | 180/71 | 175/68 | 172/67 | 167/65 | 141/55 |
| 50/23 | 176/69 | 171/67 | 167/65 | 163/64 | 135/53 |
| 52/24 | 172/67 | 167/65 | 164/64 | 160/63 | 132/52 |
| 64/23 | 168/66 | 164/64 | 160/63 | 156/61 | 127/50 |
| 66/26 | 165/65 | 161/63 | 157/61 | 153/60 | 124/49 |
| 68/27 | 161/63 | 158/62 | 153/60 | 150/59 | 122/48 |
| 70/27 | 157/61 | 155/61 | 149/58 | 146/57 | 119/46 |
| 72/28 | 155/61 | 150/59 | 145/57 | 140/55 | 115/45 |

Package height

Package length

Left figure, dimensions in centimetres;Right figure, dimensions in inches;

(e.g. 35/13 means 35 cms = 13 inches)

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PASSENGER AND FREIGHT REGULATIONS

ČSA AIRCRAFT DATA LOADING CHARTS

ILYUSHIN IL-14/32
(FORWARD and AFT LUGGAGE COMPARTMENT)

Package width

| | for forward door 35in., 90cms | Loading without lowering packages |
|-------|----------------------------------|--------------------------------------|
| | for aft door 25in., 65cms | |
| 14/5 | 160/63 | 179/70 |
| 16/6 | 157/61 | 177/69 |
| 18/7 | 155/61 | 176/69 |
| 20/7 | 153/60 | 175/69 |
| 22/8 | 151/59 | 174/68 |
| 24/9 | 149/58 | 172/67 |
| 26/10 | 147/58 | 170/67 |
| 28/11 | 145/57 | 168/66 |
| 30/12 | 144/56 | 165/65 |
| 32/12 | 143/56 | 163/64 |
| 34/13 | 142/56 | 161/63 |
| 36/14 | 141/55 | 158/62 |
| 38/15 | 140/55 | 154/60 |
| 40/15 | 139/54 | 150/59 |
| 42/16 | 137/53 | 145/57 |
| 44/17 | 135/53 | 140/55 |
| 46/18 | 130/51 | 135/53 |
| 48/19 | 120/47 | |
| 50/20 | 110/43 | |
| 52/20 | 100/39 | |
| 54/21 | 90/35 | |
| 56/22 | 80/31 | |

Package height

Package length

ILYUSHIN IL-14/32
(Aft luggage compartment)
(Loading through main cabin door)

| | Package width | | |
|--------|---------------|--------|--------|
| | 20/7 | 25/10 | 40/15 |
| 130/51 | | | 140/55 |
| 135/53 | 200/78 | 160/63 | |

Package height

Package length

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CESKOSLOVENSKE AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

INTERLINE AGREEMENTS AND ABBREVIATIONS.

ČSA has concluded Interline Traffic Agreements with many carriers throughout the world enabling acceptance of transportation documents of ČSA for carriage on the lines of other carriers and vice versa.

NOTE: If an Interline Traffic Agreement exists between ČSA and a certain carrier, a "+" mark precedes such carrier's name in the list below.

Further symbols used in the list below:

- x - means airline form number for use in form number of passenger ticket, exchange order, excess baggage ticket, miscellaneous charges order and air waybill
- xx - means two-letter designator for use in flight/line numbers
- xxx - means abbreviation for use in "Via Carrier" box of the passenger ticket, exchange order, excess baggage ticket, miscellaneous charges order and air waybill.

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CSA**ČESKOSLOVENSKE AEROLINIE****PASSENGER AND FREIGHT REGULATIONS**Interline Agreements and AbbreviationsAir carriers - MEMBERS of I.A.T.A.

| | X | XX | XXX |
|---|-----|----|-----------|
| + Aer Lingus Teoranta | 053 | EI | ALT |
| Aerlinnte Eireann Teoranta | 052 | IN | AET |
| + Aerolineas Argentinas | 044 | AR | ARG |
| Aerolineas INIy Cia., S.A. | 043 | - | INI |
| Aeromex de Mexico, S.A. | 139 | AM | AERONAVES |
| + Aero Q/Y (Finnair) | 105 | AY | FINAIR |
| + Aerovías Nacionales de Colombia (LANCA) | 134 | AC | AVN |
| + Air Algerie | 124 | AH | ALG |
| + Air Ceylon Ltd. | 104 | AE | AIRCEY |
| + Air France | 057 | AF | AF |
| + Air India | 098 | AI | AI I |
| + Air Liban | 067 | LN | LI |
| Air Vietnam | 120 | VN | VNIA |
| + Alitalia-Linee Aeree Italiane | 055 | AZ | AZ |
| + American Airlines, Inc. | 001 | AA | AA |
| Australian National Airways Pty. Ltd. | 090 | AN | ANA |
| + Austrian Airlines | 257 | OS | AUA |
| + Aviacion y Comercio, S.A. | 110 | AO | AVIACC |
| + Braniff International Airways, Inc. | 002 | BN | BN |
| + British European Airways Corp. | 060 | BE | BEA |
| + British Overseas Airways Corp. | 061 | BA | BOAC |
| British United Airways Ltd. | | BR | |
| + Canadian Pacific Air Lines | 018 | CP | CPA |
| + Central African Airways Corp. | 063 | CE | CAA |
| Československé aerolinie | 064 | OK | CSA |
| Chicago Helicopter | 328 | CH | CH |
| Civil Air Transport | 129 | CT | CAT |
| + Compagnie de Transports Aériens Intercontinentaux | 119 | TI | TAI |
| + Compania Cubana de Aviacion, S.A. | 136 | CJ | CUBANA |
| + Cunard Eagle Airways Ltd. | 232 | EG | EAGLE |
| + Cyprus Airways Ltd. | 048 | CY | CAL |
| Delta Air Lines, Inc. | 006 | DL | DL |
| + Deutsche Lufthansa, A.G. (GFR) | 220 | LH | LH |
| Divisao de Exploracao dos Transportes Aereos "DETA" | 068 | TM | DETA |
| Divisao de Exploracao dos Transportes Aereos "DTA" | 118 | DT | DTA |
| + East African Airways Corporation | 094 | EC | EC |
| + Eastern Air Lines, Inc. | 007 | EA | EA |

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(cont'd)

| | II | MA | AAI |
|--|-----|----|-----------|
| + El Al Israel Airlines Ltd. | 114 | LY | ELAL |
| Empresa de Viacao Aereo Rio Grandense (VARIG) | 042 | RG | VARIG |
| + Ethiopian Air Lines, Inc. | 071 | ET | ETHIOPIAN |
| + Flugfelaag Islands K.F. (ICELANDAIR) | 108 | FI | FLUG |
| + Flying Tiger Lines, Inc. | 023 | FT | FT |
| + P.T. Garuda Indonesian Airways | 126 | GA | GIA |
| + Guest Aerovias Mexico, S.A. | 040 | AG | GAM |
| + Hawaiian Airlines Limited | 173 | HA | HAL |
| + IBERIA, Lineas Aereas de Espana | 075 | IB | IB |
| + Indian Airlines Corporation | 058 | IC | IAC |
| + Iranian Airways Comp. | 096 | IR | IRA |
| + Iraqi Airways | 073 | IA | IA |
| + Japan Air Lines Co., Ltd. | 131 | JL | JAL |
| + Jugoslovenski Aerotransport JAT | 115 | JU | JAT |
| + KLM, Royal Dutch Airlines | 074 | KL | KLM |
| + Linea Aerea Nacional de Chile | 045 | LA | LAN |
| + Linea Aeropostal Venezolana | 046 | LV | LAV |
| + Malayan Airways Ltd. | 127 | ML | MAL |
| + Middle East Airlines | 076 | ME | MEA |
| + National Airlines, Inc. | 010 | NA | NA |
| + New York Airways, Inc. | 332 | NY | NY |
| + New Zealand National Airways Corp. | 078 | NZ | NZ |
| + Northwest Airlines, Inc. | 012 | NW | NW |
| + Olympic Airways | 050 | OA | OA |
| + Pakistan International Airlines | 214 | PK | PIA |
| + Panair do Brasil, S.A. | 111 | PB | PAB |
| + Pan American World Airways, Inc. | 026 | PA | PAA |
| + Pan American-Grace Airways, Inc. | 109 | PG | PG |
| + Philippine Air Lines | 079 | PR | PAL |
| + Polska Linia Lotnicza LOT | 080 | LO | LOT |
| + Qantas Empire Airways Ltd. | 081 | EN | QEA |
| + Quebecair Inc. | 330 | QB | QBA |
| + Real Aerovias Nacional | 282 | RL | REAL |
| + Scandinavian Airlines System | 117 | SK | SAS |
| + Seaboard & Western Airlines, Inc. | 219 | SB | SBW |
| + Servicos Aereos Cruzeiro do Sul, Ltda | 049 | SC | CRUIZEIRO |

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| Skyways Ltd. (Great Brit.) | 248 | SY | SKY |
| + Société Anonyme Belge d'Exploitation de la Navigation Aérienne (SABENA) | 082 | SN | SAB |
| + South African Airways | 083 | SA | SA |
| + Sudan Airways | 200 | SD | SUDAN |
| Suidwes Lugdiens (EDMS) BEPERK | 186 | SW | SW |
| + Swiss Air Transport Co. Ltd. (SWISSAIR) | 085 | SR | SR |
| + Trans-Australia Airlines | 102 | TN | TAA |
| + Tasman Empire Airways Ltd. | 086 | TE | TEAL |
| + Trans-Canada Air Lines | 014 | TC | TCA |
| + Transportes Aereos Portugueses, S.A.R.L. | 047 | TP | TAP |
| + Trans World Airlines, Inc. | 015 | TW | TW |
| + Turk Hava Yolları (Turkish Airlines) | 235 | TK | THY |
| + Union Aéromaritime de Transport | 125 | UT | UAT |
| + United Air Lines, Inc. | 016 | UA | UA |
| + United Arab Airlines (Egypt + Syria) | 077 | MS | MS |
| + WAAC (Nigeria) Limited | 087 | WT | WAAC |

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|--|-----|-----|---------|
| + Air Inter | 279 | RI | INT |
| + Air Jordan of the Holy Land | 148 | AJ | AJ |
| + AEROFLOT | 555 | SU | AFL |
| + Ariana Afghan Airlines Co. Ltd. | 255 | FG | ARIANA |
| + British West Indian Airways Ltd. | 106 | BA | BWIA |
| + CAAC (Civil Aviation Administration of China) | - | CA | CAAC |
| + Capital Airlines, Inc. | 013 | CA | CA |
| + Cathay Pacific Airways, Ltd. | 160 | CX | CATHAY |
| + Compagnie Nationale de Transports Aériens - ROYAL AIR MAROC- | 147 | AT | RAW |
| + Deutsche Lufthansa - GDR | - | DH | DLH |
| + Kuwait Airways | 229 | KA | KA |
| + MALÉV | 182 | MA | MALÉV |
| + TABSO | 196 | LZ | TABSO |
| + TAROM | 281 | RO | TAROM |
| + Thai Airways Co. Ltd. | 203 | TH | THAI |
| + Tunis Air | 199 | TU | TU |
| + UKAIRPS (Korean PDR) | - | UKA | UKAIRPS |
| + Union of Burma Airways Board | 209 | UB | UBA |
| + BKS Air Transport Ltd. | 137 | BK | BKS |
| + Royal Air Cambodge | 233 | RC | RAC |

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Definition of Middle East according to IATA.

| | |
|-------------------|--------------------------------|
| Aden Protectorate | Kuwait State |
| Bahrain Island | Lebanon |
| Cyprus | Muscat and Oman |
| Egypt | Qatar |
| Ethiopia | Saudi Arabia |
| Iran | Sudan (North of Parallel 15°N) |
| Iraq | Syria |
| Israel | Trucial Oman |
| Jordan | Yemen |

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Definition of Middle East according to IATA.

Aden Protectorate
Bahrein Island
Cyprus
Iran
Iraq
Israel
Jordan
Kuwait State
Lebanon
Muscat and Oman
Qatar
Saudi Arabia
Sudan
Trucial Oman
Yemen
UAR - (Northern Region-Syria)
UAR - (Southern Region-Egypt)

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CONDITIONS OF CARRIAGE FOR PASSENGERS AND BAGGAGE

Article I : Definitions

Baggage, which is equivalent to luggage, means such articles, effects and other personal property of a passenger as are necessary or appropriate for wear, use, comfort or convenience in connection with his trip. Unless otherwise specified, it shall include both checked and unchecked baggage.

Baggage Check means those portions of the ticket which provide for the carriage of passenger's checked baggage and which are issued by Carrier as a receipt for the passenger's checked baggage with respect of which Carrier takes sole custody.

Baggage Tag is a document issued by Carrier solely for identification of checked baggage placed in its custody by the passenger, the baggage (strap) tag portion of which is attached by Carrier to a particular article of checked baggage and the baggage (claim) tag portion of which is given to the passenger.

Carriage, which is equivalent to transportation, means carriage of passengers and/or baggage by air, gratuitously or for hire.

Carrier includes the air carrier issuing the ticket and all air carriers that carry or undertake to carry the passenger and/or his baggage thereunder, or perform or undertake to perform any other services related to such air carriage.

Circle trip means travel from one point and return thereto by a continuous, circuitous air route, provided that where no reasonably direct scheduled air service is available between two points, a break in the circle may be travelled by any other means of transportation without prejudice to the circle trip.

Checked Baggage which is equivalent to registered luggage, is baggage which has been delivered to Carrier and for which Carrier has issued a baggage check and baggage (claim) tag(s).

Conjunction ticket means two or more tickets concurrently issued to a passenger and which together constitute a single contract of carriage.

Convention means the Convention for the Unification of Certain Rules relating to International Carriage by Air, signed at Warsaw, October 12, 1929. (See particularly Article 16, Paragraph 2 (a) hereof.)

Days means full calendar days, including Sundays and legal holidays.

Exchange Order means a document issued by a carrier or its agents requesting issue of an appropriate passenger ticket and baggage check or provision of services to the person named in such document.

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Flight coupon means a portion of the passenger ticket that indicates particular places between which the coupon is good for carriage.

Gold francs means French francs consisting of 65 1/2 milligrams of gold at the standard of fineness of nine hundred thousandths.

Passenger means any person carried or to be carried in an aircraft with the consent of Carrier except members of the crew.

Passenger coupon means that portion of the passenger ticket constituting the passenger's written evidence of the contract of carriage.

Passenger ticket means those portions of the ticket issued by carrier which provide for the carriage of the passenger.

Round trip, which is equivalent to return journey, means (a) travel from one point to another and return by the same air route used outbound whether or not the fares outbound and inbound be the same, or (b) travel from one point to another and return by an air route different from that used outbound, for which the same through one-way fare is established.

Stopover, which is equivalent to break of journey, means a deliberate interruption of a journey by the passenger, agreed to in advance by Carrier, at a point between the place of departure and the place of destination.

Ticket means the "Passenger Ticket and Baggage Check", including all flight, passenger and other coupons therein, issued by Carrier, which provide for the carriage of the passenger and his baggage.

To validate means to stamp or write on the passenger ticket an indication that the passenger ticket has been officially issued by Carrier.

Unchecked Baggage which is equivalent to hand luggage, is baggage other than checked baggage.

Article 2: Applicability of Tariff

Para. 1 General

This Tariff shall apply to all carriage of passengers and baggage, including all services incidental thereto, performed by Carrier; provided, however, that if, according to the contract of carriage made by the parties, the place of departure and the place of destination, whether or not there be a break in the carriage or

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a transshipment, are situated either within the territory of two High Contracting Parties to the Convention or within the territory of a single High Contracting Party to such Convention if there is an agreed stopping place within a territory subject to the sovereignty, suzerainty, mandate or authority of another Power, even though such Power is not a party to such Convention, such carriage shall be subject to the provisions of such Convention and to this tariff to the extent that this tariff is not inconsistent with the provisions of the Convention.

The High Contracting Parties herein referred to are the countries having ratified or adhered to the Convention.

Para. 2 Gratuitous Carriage.

With respect to gratuitous carriage, Carrier reserves the right to except the application of all or any part of this tariff.

Article 3 : Tickets

Para. 1 General

a) The passenger ticket will be issued only upon full payment of the applicable fare or in accordance with credit arrangements established with Carrier.

b) Carrier reserves the right to refuse carriage to any person not in possession of a valid ticket. The passenger throughout his journey must retain the passenger coupon and all flight coupons of the ticket not previously surrendered to Carrier. He must, when required, produce the ticket or surrender any applicable portion to Carrier.

Para. 2 Non-Transferability

A ticket issued to a person is not transferable. If a ticket is in fact used by any person other than the person to whom it was issued, with or without the knowledge and consent of the person to whom it was issued, Carrier will not be liable for the death or injury of such unauthorized person or for the destruction, damage or delay of such person's baggage or other personal property arising from or in connection with such unauthorized use.

Para. 3 Irregularities and Coupon Sequence

Carrier will not accept a ticket if any part of it is mutilated or has been altered by other than Carrier, or if it is presented without the passenger coupon and all unused flight coupons. Flight coupons must be used in sequence from the place of departure as shown on the passenger coupon.

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Para. 4 Validity

When validated the ticket is good for carriage from the airport at the place of departure to the airport at the place of destination via the route shown therein, in the class provided and for the period of time specified therein or in Carrier's regulations. Each flight coupon will be accepted for carriage on the date and flight for which accommodations are reserved; when flight coupons are issued on an "open date" basis, accommodations will be reserved upon application, subject to the availability of space. The place and date of issue are set forth on the flight coupons. If Carrier is unable to provide accommodations, or a flight is postponed during the period of validity, such period of validity will be extended by Carrier until accommodations are available.

Para. 5 Absence or Loss of Ticket

When a passenger loses or does not present his ticket or the applicable portion thereof, carriage will not be furnished for that part of the trip covered by such ticket or portion thereof until the passenger purchases another ticket at the current applicable fare for the carriage to be performed.

Article 4 : Stopovers

Stopovers within the period of validity of the ticket will be permitted only at scheduled places, when arranged with Carrier in advance and specified on the ticket.

Article 5 : Fares

Para. 1 General

Applicable fares for carriage governed by this tariff are those duly published by Carrier and, except as otherwise provided in Carrier's Regulations, in effect on the date of commencement of carriage covered by the first flight coupon of the ticket on the lines of Carrier. When the fare collected is not the applicable fare as thus defined, the difference will be refunded to or collected from the passenger, as may be appropriate. Such fares apply only to routings published in connection therewith and, unless otherwise specified, take precedence over combined fares published between the same points via the same routing. Unless otherwise specified, fares and charges apply in either direction.

Para. 2 Specification of Routing

If there is more than one routing at the same fare, the passenger, prior to issuance of the ticket, may specify the routing, and, in respect to any open date portion of

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such ticket, may specify optional routings. If no routing is specified, Carrier may determine the routing.

Para. 3 Currency of Payment

Fares are published in the currency shown in the applicable fares tariff, and are payable in any currency acceptable to Carrier. When payment is made in a currency other than in the currency in which the fare is published, such payment will be made at the rate of exchange established for such purpose by Carrier, the current statement of which is available at Carrier's office where ticket is purchased for inspection by the passenger. The provisions of this paragraph are subject to applicable exchange laws and government regulations.

Para. 4 Ground Transportation

The published fares do not include ground transportation from airport to airport and between airports and town centres unless otherwise provided in Carrier's regulations.

Article 6 : Revised Routings

Reroutings requested by passengers, missed connections and involuntary revised routings will be dealt with in the manner prescribed by, and subject to, Carrier's regulations.

Article 7 : Reservations

Para. 1 General

A ticket will be valid only for the flight(s) for which reservation(s) shall have been made, and only between the points named on the ticket or applicable flight coupons. A passenger holding an unused open-date ticket or portion thereof or exchange order for onward travel, or who wishes to change his ticketed reservation to another date, shall not be entitled to any preferential right with respect to the obtaining of reservations.

Para. 2 Conditions of Reservation

Reservations shall be tentative unless and until Carrier has issued a validated ticket, or exchange order, or the passenger has made a deposit in accordance with Carrier's Regulations for the carriage for which space is reserved. Except as provided in Paragraph 3 of this Article; Carrier reserves the right to cancel a reservation at any time without notice on the failure of the passenger to purchase a ticket for the space reserved.

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Para. 3 Deposit

When a reservation is made more than seven days in advance of the scheduled departure of flight without payment of the applicable fare, Carrier may require a deposit of not less than 25% of such fare. Any balance of fare will be payable not less than seven days before the scheduled departure of flight. Failure to pay the balance of fare by such date will result in automatic cancellation of the reservation with refund to the passenger of the deposit, less any communication expenses, in accordance with Paragraphs 4 and 8 of this Article.

Para. 4 Communications Charges

The passenger will be charged for any communication expense paid or incurred by Carrier for telephone, telegraph, radio or cable arising from a special request of the passenger concerning a reservation.

Para. 5 Allocation of Accommodations

Carrier does not guarantee allocation of any particular space in the aircraft.

Para. 6 Arrival of Passengers at Airports

The passenger must arrive at the airport or other point of departure by the time fixed by Carrier or, if no time is fixed, sufficiently in advance of flight departure to permit completion of government formalities and departure procedures. If the passenger fails to arrive at such airport or other point of departure by the established time limit or appears improperly documented and not ready to travel, Carrier may cancel the space reserved for him. Departures will not be delayed for passengers who arrive at airports or other points of departure too late in Carrier's opinion for such formalities to be completed before scheduled departure time. Carrier is not liable to the passenger for loss or expense due to passenger's failure to comply with this provision.

Para. 7 Service Charge

In accordance with Carrier's regulations, a service charge shall be made against any passenger who fails to appear for departure (provided the Carrier operating the flight has not received notice of cancellation of reservation before departure of such flight), who fails to arrive at the airport by the time fixed by the Carrier, and as a consequence thereof does not use the space reserved, or who appears improperly documented and not ready to travel on the flight for which space has been reserved for him. Such service charge will be collected or deducted when the passenger presents his ticket or exchange order for refund or other disposition.

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Para. 8 Communications Costs upon Cancellation

Whenever a passenger cancels reservations made for him and such cancellation is not subject to a service charge, Carrier will require payment from the passenger of a sum fixed by Carrier, to cover the communications costs of making such reservations and subsequent cancellation thereof.

Article 8: Limitations of Carriage

Para. 1 Refusal, Cancellation or Removal

Carrier may refuse to carry, cancel the reserved space of, or remove en route any passenger when, in the exercise of its reasonable discretion, Carrier decides:

- a) Such action is necessary for reasons of safety;
- b) Such action is necessary to prevent violation of any applicable laws, regulations or orders of any state or country to be flown from, into, or over;
- c) The conduct, status, age or mental or physical conditions of the passenger is such as to:
 - 1) Render him incapable of caring for himself without special assistance from Carrier;
 - 2) Cause discomfort or make himself objectionable to other passengers;
 - 3) Involve any hazard or risk to himself or to other persons, or to property; or
- d) The passenger fails to observe the instructions of Carrier.

If the question arises of an aircraft's being overloaded, Carrier shall decide in its reasonable discretion which passengers or articles shall be carried.

Para. 2 Recourse of Passengers

The sole recourse of any person so refused carriage or removed en route for any reason specified in the foregoing paragraph shall be recovery of the refund value of the unused portion of his ticket as hereinafter in Article 11, Paragraph 4 provided; except that refund to a person described in Paragraph 1 (c) (2) and 1 (d), above, will be subject to the service charge described in Article 7, Paragraph 7.

Para. 3 Conditional Acceptance for Carriage

If a passenger, whose status, age, or mental or physical condition is such as to involve any hazard or risk to himself is carried, it is on the express condition that Carrier shall not be liable for any injury, illness or disability or any aggravation or consequence thereof, including death, caused by such status, age or mental or phy-

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sical condition.

Para. 4 Accompaniment of Children

Children under eight years of age must be accompanied during the carriage by a passenger of at least twelve years of age. Children who have attained their eighth but not their twelfth birthday, when travelling alone, must, if required by Carrier, be accompanied to the airport at the time of departure by an adult, and satisfactory assurance must be given to Carrier by such adult that the child will be met at the airport of destination by another adult. Carrier may require satisfactory evidence establishing the child's age. Carrier may decide of any other conditions to be complied with.

Article 9 : Baggage

Para. 1 Checked Baggage

Upon delivery of baggage to Carrier, Carrier will insert in the ticket the number of pieces and weight of the baggage (which act shall constitute the issuance of the baggage check); in addition, Carrier will issue, for identification purposes only, a baggage (claim) tag for each piece of baggage so delivered and covered by the baggage check. All checked baggage must be properly packed in suitcases or similar containers in order to ensure safe carriage with ordinary care in handling. Fragile or perishable articles, money, jewellery, silverware, negotiable papers, securities or other valuables, business documents or samples will not be accepted as checked baggage.

Para. 2 Movement of Baggage

Checked baggage will be carried in the same aircraft as the passenger. When such carriage is deemed impracticable, Carrier will move the baggage on the next preceding or subsequent flight on which accommodations are available.

Para. 3 Inspection by Carrier

Carrier has the right, but not the obligation, to verify in the presence of the passenger the contents of his baggage, and in the case of unaccompanied baggage, to open and examine such baggage whether or not the passenger is present. The existence or exercise of such right shall not be construed as an agreement, expressed or implied by Carrier to carry such contents as would otherwise be precluded from carriage.

Para. 4 Dangerous, Damageable or Unsuitable Baggage

Articles of baggage which are likely to endanger the aircraft, persons or property,

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or which are likely to be damaged by air carriage, or which are unsuitably packed, or the carriage of which is forbidden by any applicable laws, regulations or orders of any state to be flown from, into or over, will not be carried. If in the opinion of Carrier, the weight, size or character of baggage renders it unsuitable for carriage on the aircraft, Carrier, prior to or at any stage of the journey, may refuse to carry the baggage. The following articles will be carried as baggage only, with the prior consent of and arrangement with Carrier, in accordance with Carrier's regulations:

- a) Firearms;
- b) Explosives, munitions, corrosives and articles which are easily ignited;
- c) Liquids; and
- d) Live animals, including birds and reptiles.

Para. 5 Free Baggage Allowance

Passengers may carry free of charge baggage to the weight specified, and subject to the conditions and limitations in Carrier's tariffs.

Para. 6 Excess Weight Charges

Baggage weighing in excess of the applicable free baggage allowance will be charged for per kilogram at the rate and in the manner provided in Carrier's regulations.

Para. 7 Collection of Excess Weight Charges

Excess weight charges will be payable in accordance with Carrier's regulations.

Para. 8 Excess Value Charges

A passenger may declare a value for checked baggage in excess of 250,- French Gold francs, or its equivalent per kilogram, and for unchecked baggage in excess of 5 000,- French Gold francs. When such declaration is made, charges for value will be in accordance with the excess value charges published by Carrier.

Para. 9 Collection of Excess Value Charges

Except as otherwise indicated in the published regulations of Carrier excess value charges will be payable at the point of origin for the entire journey to final destination; provided that if at an stopover en route a passenger declares a higher excess value than that originally declared, additional excess value charges for the increased value from the stopover at which the higher excess value was declared to final destination will be payable.

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Para. 10 Payment of Charges

Carrier will not be obliged to carry baggage until all applicable charges have been paid or until credit arrangements established by Carrier have been complied with.

Para. 11 Delivery of Checked Baggage by Carrier

The following provisions shall govern the delivery of checked baggage by Carrier:

- a) Checked baggage will be delivered to the bearer of the baggage check upon return to Carrier of the baggage (claim) tag(s) issued in connection with such baggage upon payment of all unpaid sums due to carrier under the contract of carriage or tariff. Carrier is under no obligation to ascertain that the bearer of the baggage check and baggage (claim) tag is entitled to delivery of the baggage and Carrier is not liable for any loss, damage or expense arising out of, or in connection with his failure so to ascertain. Except as otherwise provided in sub-paragraph (c), herein, delivery will be made at the destination shown in the baggage check;
- b) If the provisions of sub-paragraph (a) above, are not complied with by a person claiming the baggage, Carrier will deliver the baggage only on condition that such person establishes to Carrier's satisfaction his rights thereto, and if required by Carrier, such person shall furnish adequate security to indemnify Carrier for any loss, damage or expense which may be incurred by Carrier as a result of such delivery;
- c) At the request of the bearer of the baggage check and baggage (claim) tag(s) checked baggage will be delivered at the place of departure or an intermediate stopping place against presentation of the baggage check, unless precluded by government regulations or unless time and circumstances do not permit. In delivering baggage at the place of departure or at an intermediate stopping place, Carrier shall be under no obligation to refund any charge paid; and
- d) Acceptance of baggage by the bearer of the baggage check without written complaint at the time of delivery is presumptive evidence that the baggage has been delivered in good condition and in accordance with the contract of carriage.

Article 10 : Schedules, Delays, and Cancellations of Flights

Para. 1 Schedules

The times shown in timetables or elsewhere are approximate and not guaranteed, and form

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no part of the contract of carriage. Carrier does not undertake to commence or complete carriage of passengers or baggage within any particular time. Schedules are subject to change without notice and carrier assumes no responsibility for making connections. Carrier will not be responsible for errors or omissions either in timetables or other representations of schedules. No employee, agent or representative of Carrier is authorized to bind Carrier by any statement or representations as to the dates or times of departure or arrival, or of the operation of any flight.

Para. 2 Cancellations

Carrier may without notice substitute alternate carriers or aircraft and, if it deems advisable, in cases of necessity (including but without limitation, meteorological conditions, mechanical failures, acts of God, force majeure, strikes, riots, civil commotions, embargoes, wars, hostilities, disturbances, unsettled international conditions) actual, threatened or reported, or because of any delay, demand, condition, circumstance or requirements due, directly or indirectly, to any of the foregoing or not reasonably to be foreseen, anticipated or predicted, or because of any government regulation, order, demand or requirement, or because of shortage of labour, fuel or facilities, or labour difficulties of Carrier or others, Carrier may, without notice, cancel, terminate, divert, postpone or delay any flight or the further right of carriage or traffic accommodations and determine if any departure or landing should be made without any liability except to refund in accordance with its conditions the fare and baggage charge for any unused portion of the ticket. Carrier may cancel the right or further right of carriage of the passenger and his baggage upon the refusal of the passenger, after demand by Carrier, to pay the fare of the portion thereof so demanded or to pay any charge so demanded and assessable with respect to the baggage of the passenger, without being subject to any liability therefor except to refund, in accordance herewith, the unused portion of the fare and baggage charge(s) previously paid, if any.


Article II : Refunds

Para. 1 General

Except as otherwise provided in Paragraph 6 of this Article, refund by Carrier for an unused ticket or portion thereof or exchange order will be made to the person named as the passenger in such ticket or exchange order, unless at the time of purchase the purchaser designates on the ticket or exchange order another person to whom refund shall be made, in which event refund will be made to persons so designated, and only upon delivery of the passenger coupon and all unused flight coupons of the ticket or the exchange order.

A refund made in accordance with this procedure to a person representing himself as the person named or designated in the ticket or exchange order will be deemed a valid refund and Carrier will not be liable to the true passenger for another refund.

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| <p>Para. 2 Currency</p> <p>All refunds will be subject to government laws, rules, regulations or orders of the country in which the ticket was originally purchased and of the country in which the refund is being made. Subject to the foregoing provision, refunds will be made in the currency in which the fare was paid, or, at the option of Carrier, in lawful currency of the country of the carrier making the refund or of the country where the refund is made or in the currency of the country in which the ticket was purchased, in an amount equivalent to the amount due in the currency in which the fare or fares for the flight covered by the ticket as originally issued was collected.</p> | |
| <p>Para. 3 Special Handling by Carrier</p> <p>Carrier reserves the right to make all or any individual refunds through its general accounting offices or regional sales or accounting offices, and to require prior written applications for refunds to be prepared by passengers on special forms furnished by Carrier.</p> | |
| <p>Para. 4 Involuntary Refunds</p> <p>For the purposes of this paragraph, the term "involuntary refund" shall mean any refund made because the passenger is prevented from using the carriage provided for in his ticket because of cancellation of flight, inability of Carrier to provide previously confirmed space, missed connections, postponement or delay of flight, omission of a scheduled stop, or removal or refusal to carry cancellation of reserved space or substitution of a different type of aircraft or class of service by carrier under conditions prescribed in Article 8, Paragraph 1. Involuntary refunds will be made as follows:</p> <ol style="list-style-type: none"> When no portion of the trip has been made, the amount of refund will be equal to the fare paid; When a portion of the trip has been made, the amount of refund will be computed as follows: <ol style="list-style-type: none"> For one-way tickets, the amount of the published fare from the point of cancellation to the airport of destination shown on the ticket or the difference between the fare paid and the fare for the completed passage, whichever is higher; For round or circle trip tickets, the refund will be either one half of the applicable round trip for the unused portions of the ticket, or the difference between the fare paid and the fare for the completed passage, whichever is the higher. The service charge provided for in Article 7, Paragraph 7 will not be assessed and any communication expenses paid by the passenger in accordance with Article 7, Paragraph 4 will be refunded, or, if such expense has not been collected by Carrier, its collection will be waived, except as otherwise provided in Article 8, Paragraph 2, | |
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hereof; provided that the passenger will be required to pay for any communications pertaining to his own arrangements necessitated by such involuntary cancellation.

Para. 5 Voluntary Refunds

For the purpose of this paragraph, the term "voluntary refund" shall mean any refund of a ticket or portion thereof other than an involuntary refund, as described in Paragraph 4 of this Article. Voluntary refunds shall be computed as follows:

- a) If no portion of the ticket has been used, refund will be the full amount of the fare paid, less any applicable service charge and communications expenses (see Article 7, Paragraphs 7 and 8);
- b) If a portion of a ticket has been used, refund will be made in an amount equal to the difference, if any, between the fare paid and the published fare between the points between which the ticket has been used, less any applicable service charge and communications expenses (see Article 7, Paragraphs 7 and 8).

Para. 6 Lost Ticket

The following provisions will govern refund of a lost ticket or unused portion thereof:

- a) The refunds described in sub-paragraphs b), c), d) and e), below, shall be subject to any expenses incurred by Carrier as a result of such loss;
- b) If no portion of the ticket has been used, and the passenger has not purchased a replacement ticket, refund will be the full amount of the fare paid;
- c) If no portion of the ticket has been used, and the passenger has purchased a replacement ticket, the carrier which issued the original ticket will refund to the passenger the fare paid for such replacement ticket;
- d) If a portion of the ticket has been used and the passenger has not purchased a replacement ticket, refund will be made in an amount equal to the difference, if any, between the fare paid and the published fare between the points between which the ticket has actually been used;
- e) If a portion of the ticket has been used, and the passenger has purchased a replacement ticket, the carrier which issued the original ticket will refund the fare paid for such replacement ticket.
- f) If a lost ticket or portion thereof is not found, refund as stipulated will be made in not less than sixty days after receipt of proof of loss satisfactory to Carrier; provided that the lost ticket or portion thereof has not been used or previously refunded or replaced free of charge in accordance with Article 3, Para. 4; and provided further, that the passenger agrees, in such form as may be pres-

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cribed by Carrier, to indemnify Carrier for any loss or damage which it may sustain by reason thereof; and

- g) The foregoing provisions shall also apply to lost exchange orders, deposit receipts and excess baggage tickets.

Para. 7 Time Limit for Application

Application for refunds must be made not later than thirty days after the expiration date of the ticket or exchange order.

Para. 8 Tickets Used as Evidence of Departure

Carrier reserves the right to refuse to refund a ticket, or the onward or return portion thereof, if the passenger has presented it to government officials or to Carrier upon entry into a country as evidence of his intention to depart therefrom, unless such passenger establishes to the satisfaction of Carrier that he has permission to remain within the country beyond the period of validity of the ticket or that he will depart therefrom by another carrier or conveyance.

Article 12: Ground Transfer Service

Except as otherwise indicated in connection with the published tariffs of Carrier, Carrier does not maintain, operate or provide ground transfer service between airports or between airports and town centers. Except where ground transfer service is directly operated by Carrier, it is agreed that any such service is performed by independent operators who are not, and shall not be deemed to be, agents or servants of Carrier. Anything done by an employee, agent or representative of Carrier in assisting the passenger to make arrangements for such ground transfer service, shall in no way make Carrier liable for the acts or omissions of such an independent operator.

Article 13: Hotel Accommodations and Meals

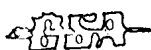
Para. 1 Hotel Accommodations

Hotel accommodation expense is not included in passenger fares unless otherwise specified in the published tariffs of Carrier.

Para. 2 Meals

Meals aloft, if served, and meals at stations en route, including those at scheduled overnight stopping points on a through flight, will be free of charge, unless otherwise specified in the tariffs of Carrier.

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Para. 3 Arrangements Made by Carrier

In making arrangements for hotel or other housing and board accommodations for passengers whether or not the cost of such accommodations are for the account of Carrier, Carrier acts only as agent for the passenger and Carrier is not liable for the expense of such accommodations or for loss, damage, or expense of any nature whatsoever incurred by the passenger as a result of or in connection with the use by the passenger of such accommodations or the denial of the use thereof to the passenger by any other person, corporation or agency.

Article 14 : Taxes

Any tax or other charge imposed by government authority and collectable from a passenger shall be in addition to the published fares and charges.

Article 15 : Administrative Formalities

Para. 1 Compliance with Regulations

The passenger shall comply with all laws, regulations, orders, demands or travel requirements of countries to be flown from, into or over, and with all rules, regulations and instructions of Carrier.

Para. 2 Passports and Visas

- a) The passenger must present all exit, entry, health and other documents required by laws, regulations, orders, demands or requirements of the countries concerned. Carrier is not liable to the passenger for loss or expense due to the passenger's failure to comply with this provision. Carrier reserves the right to refuse carriage to any passenger who has not complied with applicable laws, regulations, orders, demands or requirements or whose documents are not complete.
- b) Subject to applicable laws and regulations, the passenger agrees to pay the applicable fare whenever Carrier, on government order, is required to return a passenger to his point of origin or elsewhere due to the passenger's inadmissibility into a country, whether of transit or of destination. Carrier may apply to the payment of such fares any funds paid by the passenger to Carrier for unused carriage, or any funds of the passenger in the possession of Carrier. The fare collected for carriage to the point of refusal or deportation will not be refunded by Carrier unless the law of such country requires that such fare be refunded.

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Para. 3 Customs Inspection

If required, the passenger must attend inspection of his baggage, checked or unchecked, by customs or other government officials. Carrier accepts no responsibility toward the passenger if the latter fails to observe this condition. If damage is caused to Carrier because of the passenger's failure to observe this condition, the passenger must indemnify Carrier therefor.

Article 16 : Liability of Carrier

Para. 1 Successive Carriers

Carriage to be performed by several successive carriers shall be deemed to be one undivided carriage, if it has been regarded by the parties as a single operation, whether it has been agreed upon under the form of a single contract or of a series of contracts. Carriage to be performed under the ticket or under two tickets and any conjunction ticket issued in connection therewith by several successive carriers is regarded as a single operation.

Para. 2 Laws and Provisions Applicable

- a) Carriage hereunder is subject to the rules relating to liability established by the Convention for the Unification of Certain Rules relating to International Carriage by Air, signed at Warsaw, October 12, 1923 (hereafter called "the Convention") unless such carriage is not carriage to which it applies to the contract made by the parties, the place of departure and the place of destination, whether or not there be a break in the carriage or a transshipment are situated either within the territory of two High Contracting Parties to the Convention, or within the territory of a single High Contracting Party, if there is an agreed stopping place within a territory subject to the sovereignty, suzerainty, mandate or authority of another Power even though that Power is not a party to the Convention.
- b) To the extent not in conflict with the provisions of subparagraph (a) above, all carriage and other services performed by each carrier are subject to:
 - 1) Applicable laws (including national laws implementing the Convention or extending the rules of the Convention to carriage which is not "international carriage" as defined in the Convention), government regulations, orders or requirements;
 - 2) Applicable tariffs and except in transportation between a place in the United States and any place outside thereof and also between a place in Canada and any place outside thereof, conditions of carriage, regulations and timetables (but not the time of departure and arrival therein specified), which are made part of the contract of carriage and which may be inspected at any of its offices and at airports from which it operates regular services.

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- c) Carrier's name may be abbreviated in the ticket. Carrier's address shall be the airport of departure shown opposite the first abbreviation of Carrier's name in the ticket. For the purpose of the Convention and of the national laws ratifying or implementing the Convention, the agreed stopping places (which may be altered by Carrier in case of necessity) are those places, except the place of departure and the place of destination, set forth in the ticket and any ~~conjunction~~ ticket issued thereath, or as shown in Carrier's timetables as scheduled stopping places on the passenger's route.

Para. 3 Limitation of Liability

Subject to the foregoing:

- a) Liability of carrier for damage shall be limited to occurrences on its own line, except in the case of checked baggage as to which the passenger also has a right of action against the first or last carrier. A carrier issuing a ticket or checking baggage for carriage over the lines of others does so only as agent;
- b) Carrier is not liable for damage to passenger or unchecked baggage unless such damage is caused by the negligence of carrier;
- c) Carrier is not liable for any damage directly and solely arising out of its compliance with any laws, government regulations, orders or requirements, or from failure of passenger to comply with same;
- d) In any event the total liability of Carrier for death, injury or delay of a passenger shall not exceed 125,000 Gold francs, or its equivalent;
- e) Any liability of Carrier is limited to 250 Gold francs or its equivalent per kilogram damaged in the case of checked baggage, and 5,000 Gold francs or its equivalent per passenger in the case of unchecked baggage or other property, unless a higher value is declared in advance and additional charges are paid pursuant to carrier's tariffs or regulations. In that event the liability of Carrier shall be limited to such higher declared value; in no case shall the Carrier's liability exceed the actual loss suffered by the passenger.
All claims are subject to proof of amount of loss;
- f) In the event of delivery to the passenger of part but not all of his baggage, or in the event of damage to part but not all of such baggage, the liability of Carrier with respect to the undelivered or damaged portion shall be reduced proportionately on the basis of weight, notwithstanding the value of any part of the baggage or contents thereof.
- g) Carrier is not liable for damage to a passenger's baggage caused by property contained in the passenger's baggage. Any passenger whose property causes damage to another passenger's baggage or to the property of Carrier shall indemnify Carrier for all losses and expenses incurred by Carrier as a result thereof;
- h) Under no circumstances will Carrier be liable for damage to unchecked baggage not attributable to the negligence of Carrier. Assistance rendered to the passenger by

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Carrier's employees in loading, unloading, or trans-shipping unchecked baggage shall be considered as gratuitous service to the passenger and Carrier is not liable for damage to such unchecked baggage incurred during, or as a result of, such service irrespective of the negligence of Carrier's employees;

- l) Carrier is not liable for loss, damage to, or delay in the delivery of fragile or perishable articles, money, jewellery, silverware, negotiable papers, securities or other valuables, samples or business documents, which are included in the passenger's checked baggage, whether with or without the knowledge of Carrier;
- j) Carrier may refuse to accept any articles which do not constitute baggage as such term is defined herein, but if delivered to and received by Carrier, such articles shall be deemed to be within the baggage valuation and limit of liability, and shall be subject to the published rates and charges of Carrier;
- k) Carrier is not liable for any consequential damage.
- l) Any exclusion or limitation of liability of Carrier under these Conditions shall apply to agents, servants or representatives of the Carrier acting within the scope of their employment and also to any person whose aircraft is used by Carrier for carriage and his agents, servants or representatives acting within the scope of their employment.

Article 17: The Limitations on Claims and Actions

- 1) No action shall lie in the case of damage to baggage, unless the person entitled to delivery complains to the carrier forthwith after the discovery of the damage, and at the latest within three days from the date of receipt; and in the case of delay, unless the complaint is made at the latest within 14 days from the date on which the baggage has been placed at his disposal. Every complaint must be made in writing and dispatched within the times aforesaid. Where carriage is not "international carriage" as defined in the Convention, failure to give notice shall not be a bar to suit where claimant proves that (i) it was not reasonably possible for him to give such notice, or (ii) that notice was not given due to fraud on the part of carrier, or (iii) the management of carrier had knowledge of damage to passenger's baggage.
- 2) Any right to damages against carrier shall be extinguished unless an action is brought within two years reckoned from the date of arrival at the destination, or from the date on which the aircraft ought to have arrived, or from the date on which the carriage stopped. The method of calculating the period of limitation shall be determined by the law of the court seized of the case.

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PASSENGER AND FREIGHT REGULATIONS

CONDITIONS OF CARRIAGE FOR PASSENGERS AND BAGGAGE

Article 18: Legal and Administrative Requirements

Carriage by Carrier is subject to applicable laws, government regulations, demands, orders and requirements of the countries to be flown from, into or over, and to all rules, regulations and instructions of the Carrier.

Insofar as any provision contained or referred to in the ticket or in these conditions may be contrary to mandatory law, government regulations, orders or requirements, such provision shall remain applicable to the extent that it is not overridden thereby. The invalidity of any provision shall not affect any other part.

Article 19: Modification and Waiver

No agent, servant or representative of Carrier has authority to alter, modify or waive any provisions of these Conditions. These Conditions and the published fares and charges are subject to change without notice; except to the extent otherwise provided by applicable law, or government regulation or order; provided, however that no such change shall be applicable with respect of a contract of carriage after the carriage has commenced.

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PASSENGER AND FREIGHT RECEIPT

RESERVATION AND General Rules

Passengers are requested to apply for reservation of seats as early as possible. Reservation is applied for on a ticket or by separate reservation card immediately at the nearest ČSA office.

Requests for reservation should be directed to the office where reservation was initiated.

Requests for seats shall be handled by ČSA offices in accordance with the conditions of the Central Reservations Office of ČSA in Prague. For reservations on the lines of other carriers the requirements of the carrier concerned shall be respected.

The desired seat can be booked only when space is available on the flight selected.

Passengers holding an unused "open date" ticket or exchange order or wishing to change a reservation are not entitled to any preference over other passengers.

In general, no reservation shall be made unless the passenger either:

- a) purchases the ticket for the flight on which the seat is requested, or
- b) presents the valid ticket for the flight requested, or
- c) subsequently purchases or presents his ticket when original request for seat was made by phone, letter or cable. Special conditions may apply with respect to time limit until which such purchase or presentation of ticket has to be effected.

Special requests

Requests for special seats in passenger cabin will be complied with as far as possible but owing to operational reasons, or other unavoidable changes, no definite confirmation in this respect can be made at the time of reservation of the seat. The seat will be allotted at the time of distribution of seat-cards before the departure.

Application for special attention or assistance to be offered to important passengers (VIP), unaccompanied children or sick passengers should be passed simultaneously with the request for reservation of seat.

When unaccompanied child or sick person is to be carried, the passenger should be informed about special requirements of the carrier relating to such

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ČESKOSLOVENSKÉ AEROLINIE**PASSENGER AND FREIGHT REGULATIONS****RESERVATIONS**
General Rules

rules (see "Special procedures").

Communication

Agent's communication expenses for requesting of seats not borne by the carrier.

Communication expenses for reservations of seats on the lines of ČSA, except in the normal conduct of reservations, will be borne by ČSA. The carrier will be charged for those expenses, incurred by the carrier as a result of special request connected with passenger's reservation.

Stopovers

The passenger may deliberately interrupt his journey (to make the stopover) at a point between the place of departure and the point of destination provided he has informed in advance the carrier of his intention to do so and if the interruption of the journey is mentioned in the ticket. Stopovers cannot be, however, made at such points, where it is not permitted due to traffic or other restrictions.

Cancellations

Any cancellation of the seat has to be reported immediately to the nearest reservations office which confirmed the seat in order to avoid financial losses resulting from unused space.

Special charges are collected when passenger fails to cancel or cancels too late his seat (for details see "Cancellation Charges").

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CSA**ČESKOSLOVENSKÉ LETIŠTÍ**

PASSENGER AND FREIGHT REGULATIONS

RESERVATIONS
Reconfirmation ProcedureReconfirmation rules

- 1) Each passenger holding reserved seat for continuing or return flight on international network which departs from an area mentioned below is obliged to reconfirm it (i.e. to give notice of his intention to use the seat reserved to the carrier concerned) at least 72 hours prior to scheduled departure provided the passenger stays within such area for more than 24 hours (in this case number or duration of stopovers within such area is not taken in account).
- 2) Reconfirmation is obligatory for travel from following areas:
 - a) United Kingdom, Ireland, continental Europe and Israel to points outside this area westbound across the North Atlantic; or
 - b) Canada and the continental United States of America (excluding Alaska) to any point outside this area.
- 3) The passenger whose seat is to be reconfirmed, has to do so by calling in person, by telephone, by writing or by cable to the carrier on whose flight he will depart from the area mentioned sub(2), at any office of such carrier within that area. The carrier has to receive the reconfirmation notice at least 72 hours prior to the departure of the flight on which the seat must be reconfirmed.

A ticket leaflet "IMPORTANT NOTICE" in Czech-English version issued by CSA has to be inserted in all passenger tickets where reconfirmation procedure may be applied. This leaflet will be stapled to blank reverse of the ticketed page with English text of Conditions of contract.

- 4) Reconfirmation of the reserved seat is not required when:
 - a) the passenger will be in the area mentioned sub(2) less than 72 hours; or
 - b) when the passenger will arrive in such area by other means than a carrier-member of I.A.T.A. and is known to have been ticketed by other carrier-member of I.A.T.A.;
 - c) the passenger books his return or continuing reservation within the area from which he will depart.

5) Failure to reconfirm

Whenever a passenger fails to reconfirm his seat, the carrier concerned will cancel its own reservation and recommend cancellation of subsequent reservations of which he has knowledge.

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CZECHOSLOVAKIA**PASSENGER AND CARRIER**

RECONFIRMATION
 Reconfirmation of reservations

Reconfirmation Required

A passenger books Chicago-New York-Paris-Prague-London on a IATA carrier in the U.S.A. When the total time between arrival in Paris and departure from London exceeds 72 hours, reconfirmation for the London-New York reservation, although the time in Paris, Prague and London might be less than 72 hours.

Reconfirmation NOT Required

A passenger books Bombay-Prague-Copenhagen-New York, on a IATA carrier in India. When the total time between his arrival in Prague and departure from Copenhagen is less than 72 hours, reconfirmation for the New York reservation is not required.

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CSA ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

RESERVATIONS

Cancellation Charges

NO-SHOW CHARGE

A no-show charge is made against passengers holding tickets for carriage originating, terminating and performed wholly within I.A.T.A. Traffic Conference 2 (for definition of conferences, see I.A.T.A. Conference Areas), who:

- fail to appear for departure of the flight for which they have reserved their seat and the carrier, operating the flight does not receive notice of cancellation of reservation before departure of such flight; or
- fail to arrive at the airport by the time fixed by the carrier, and as a consequence thereof, they do not use the seat reserved; or
- appear improperly documented and not ready to travel on the flight for which seat has been reserved for them.

Not applicable, see "Exceptions" below.

Collection of NO-SHOW Charge

The no-show charge is collected or deducted when the passenger presents his ticket or exchange order for refund or other disposition.

The carriers do not bill each other for no-show charges and the amount paid by the passenger is retained by the collecting carrier.

Amount of the Charge

No-show charge is 75% of the one-way "M" fare applicable to the carriage covered by the unused flight coupon(s) of passenger ticket or exchange order over the routes as far as to the point of destination or to the first point where a stopover of more than 5 hours duration is scheduled.

The no-show charge will be UK £ 25,-,- (i.e., US \$ 10,- or C.R. 20,-),

minimum charge will be UK £ 2,-,- (i.e., US \$ 3,50 or C.R. 10,-), or equivalent sum in other currencies.

where the full fare is less than UK £ 2,-,-, the charge will be equal the full fare.

Exceptions

A no-show charge will not be assessed if the passenger was unable to use the reserved seat for any of the following reasons:

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CSA ČESKOSLOVENSKÉ AIRLINES

PASSENGER AND FREIGHT REGULATIONS

RESERVATION

Cancellation Charges

- 1) flight cancellations
 - 2) lack of ability to provide previously confirmed seat,
 - 3) missed connection caused by carriers
 - 4) flight delays
 - 5) omission of a scheduled stop
 - 6) cancellation of confirmed seat by carriers
 - 7) medical reasons sufficiently grave to prevent passenger from travelling and supported by a doctor's certificate.
8. Above no-show charge does not apply to tickets for carriage over the Balkan section or to passengers originating in the Middle East, Libya and Tunisia or to passengers breaking their journey and rejoining in the Middle East, Libya and Tunisia.

Cancellation of Unused Space

Whenever the passenger fails to use the reserved space which has not been previously cancelled, it is necessary to inform immediately all other carriers or stations of this fact and recommend the cancellation of all connecting reservations held by the passenger.

SPECIAL SERVICE CHARGE on CSA lines only

Special service charge is levied from groups of 9 passengers or more if cancelling reserved seats for any international service of CSA in less than 60 hours before scheduled departure.

This special service charge amounts to 25% of applicable fare.

- END -

| | | | |
|---------------|-----|------------|---------|
| Serial number | 171 | Page | 3,2,3,2 |
| Canceled | 11 | Valid from | 1 MAY |

CSA

ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

DOCUMENTS ISSUE

Passenger Ticket

1. General

The "Passenger Ticket and Baggage Check" is a contract concluded between the carrier and the passenger for the transportation indicated therein.

The Passenger Ticket of CSA is in accordance with the standard type of I.A.T.A. It is accepted for carriage on all international lines of those carriers who have concluded with CSA an Interline agreement concerning mutual acceptance of transportation documents (see Interline Agreements and Abbreviations).

Types of tickets

CSA has issued four types of passenger tickets:

- 1) one - flight-coupon ticket, form 0641, for journeys of one leg only,
- 2) two - flight-coupon ticket, form 0642, for journeys of two legs,
- 3) four - flight-coupon ticket, form 0644, for journeys of three or more legs.

If five or more flight coupons are necessary, two or more four-flight-coupon tickets have to be issued.

4) four-flight-coupon ticket (form 0644) with extended boxes for fare construction entries. This type is used when complete routing involves three or more points (including calculation points). When used, this type of ticket should not be combined with the other type of four-flight-coupon ticket.

Each passenger ticket bears a form number and a serial number.

- 1) **Form number** having four digits indicates the carrier (first three digits), and the number of flight coupons (last digit). CSA disposes of the types 0641, 0642 and 0644.

- 2) **Serial number**, whenever the number of the ticket is indicated both form number and serial number have to be quoted. If two or more tickets are to be issued in conjunction with one another, they shall be used in sequence of serial numbers.

Composition of ticket

Each type of CSA passenger ticket consists of:

- a) Front cover, containing boxes for insertion of check-in-times of particular legs of journeys.

| | | | |
|----------------|----|-------------|-------------|
| Serial number: | 43 | Form: | 9.3.1.1 |
| Coupons: | 2 | Valid from: | 01 AUG 1960 |

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PASSENGER AND FREIGHT REGULATIONS

DOCUMENTS ISSUE Passenger Ticket

- b) Inside part of front cover, containing the Czech translation of Conditions of contract.
- c) Inserted page with English text of Conditions of contract.
- d) Auditor's coupon (green), which is lifted upon completion of the ticket and attached to sales report.
- e) Flight Coupon(s) (yellow); their number varies from one to four according to type of ticket. Separate flight coupon must be provided for each change of carrier, and for each portion of the journey where a change of flight, change of class of service or stopover is involved.
- f) Passenger Coupon (white). It remains in passenger's possession throughout his journey and also after its termination. It serves as evidence in case of refund.

If a type of ticket is used containing more coupons than are required, all superfluous boxes in the "Good for Passage" block have to be voided by inserting the word "VOID" and unused flight coupons extracted and attached to the respective auditor's coupon.

Individual flight coupons have to be used in sequence from the place of departure as shown on the passenger coupon. To ensure full legibility of entries on the ticket, block letters only may be used.

Completion of Individual boxes

For Issuing Office Use Only

When tickets are issued in conjunction with one another, or the total fare is comprised of a combination of fares, the columns in the "For Issuing Office Use Only" section entitled "From/To", "Carrier" and "Fare Calculation" have to indicate in abbreviations the place of origin, places of change-over or stopover (in case of conjunction tickets), fare calculation points and point of destination. Two letter code is used for indication of the carriers names. If a reservation of seat has not yet been made, then the abbreviation of such carrier shall be inserted who is supposed to carry the passenger on the respective section.

If more than one fare is involved, all fares used are to be entered in the "Fare Calculation" column beside the appropriate section of the "From/To" column.

When a fare is calculated on the ticket over a point which is not included in the actual routing, the fares used in such calculation are inserted opposite their respective place-names and the fare calculation point not included

| | | | |
|-----------------|-----|-------------|-------------|
| Serial numbers: | 46 | Page: | 8.3.1.2 |
| Carrier: | --- | Valid from: | 01 AUG 1960 |

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DOCUMENTS ISSUE

Passenger Ticket

In the actual routing are entered encircled in the "From/To" column in proper sequence to show this fact.

If the total fare is constructed by combining a through fare with a round trip fare at an intermediate point, the fare calculation points between which the round trip fare applies also have to be bracketed.

When a separate jet surcharge is applicable in addition to the applicable fare, each section to be flown by jet at a surcharge has to be repeated in the "From/To" column below the last entry therein and alongside this has to be shown the designator "J" in the "Carrier" column, as well as the amount of the surcharge in the "Fare Calculation" column. Any blank spaces in the "Carrier" column in which "J" has not been shown are to be crossed out by "X".

When a differential is collected for a portion of a routing for which a lower through fare is used in the calculation, in addition to insertion of the lower through fare opposite the appropriate section(s) of the "From/To" column, each section(s) to be flown by a higher class service has to be repeated in the "From/To" column below the last entry of the actual routing and alongside this is shown the designator "D" in the "Carrier" column as well as the amount of the differential in the "Fare Calculation" column. Any blank spaces in the "Carrier" column in which "D" has not been shown, are to be crossed out by "X".

Where the routing is too long or complicated to be shown completely in the "For Issuing Office Use Only" section of each ticket, the complete calculation may be shown on a set of Conjunction tickets by setting out in detail on each individual conjunction ticket the exact routing and fare calculation for the portion of the routing covered by that ticket with a condensed description of the balance of the routing and fare calculation applicable for each other conjunction ticket being added before or after the detailed portion, so that the total routing and fare calculation appears on each ticket.

Fare

The total sum of the "Fare Calculation" column covering complete routing from the point of departure to the point of destination appears in the "Fare" box.

Equivalent Amount Paid

The amount and type of currency (in three-letter abbreviation) collected is entered in this box (neither of the following cases).

- a) when payment is in a currency other than that shown in the "Fare" box; or
- b) when payment is in a currency other than the national currency of the country of sale.

| | | | |
|----------------|-----|-------------|------------|
| Serial numbers | 175 | Page: | 0.J.1.3 |
| Cancels | 47 | Valid from: | 1 MAY 1961 |

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PASSENGER AND FREIGHT REGULATIONS

DOCUMENTS ISSUED Passenger Ticket

The amount of tax is entered in the "Tax" box. If more than one tax is involved and space permits, each such tax is shown separately. The abbreviated name of the taxing country is inserted after the tax to which it relates, except where the tax pertains to the country of ticket issuance.

If space of the box does not permit to enter all details of the tax, an Exchange Order must be used for this purpose.

Total

The sum of the fare and tax is indicated in the box entitled "Total".

Form of Payment

The following abbreviation shall be inserted, pertaining to the type of document, if any, for which the ticket was exchanged:

- x) PT - Prepaid Ticket Advice;
- x) IP - Universal Air Travel Plan (followed by code of contractor and account number only);
- x) GR - Government Transportation Request or Government Warrant (followed by the form and serial number of such document);
- x) UN - United Nations Transportation Request;

NOTES: "x" indicates that refund must not be made without prior reference to the issuing carrier or in case of the UATP to the contractor.

REFUND - Refunds are restricted (to be used other than with above credit documents). This means that permission for refund has to be obtained from the issuing office.

AG - to be entered on the ticket, exchange order, WCO etc. when a ticket is issued in exchange for a document previously issued by a Sales Agent, or issued on behalf of a "Cash Agent". This abbreviation is to be used to supplement other abbreviations indicating form of payment when it is applicable.

On all re-issued tickets, the entry in the "Form of Payment" box must be carried forward.

Other forms of payment, should be denoted by following abbreviations:

CASH - cash

CHEQUE - cheque

TICKET - complete ticket or individual flight coupons

EO - Exchange Order

WCO - Miscellaneous Charges Order

| | | | |
|----------------|-----|-------------|------------|
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CSA- CESHOSLOVENSKE AEROLINIE**PASSENGER AND FREIGHT REGULATIONS****DOCUMENTS ISSUE**
Passenger TicketOrigin and Destination

When the routing requires the issuance of more than one ticket issued in conjunction with one another, the original place of departure under the first ticket and the final destination under the last ticket have to be entered in full, in the boxes "Origin" and "Destination" on each of the tickets issued.

Conjunction Ticket(s)

The form and serial number of any other tickets issued as part of the same air carriage are indicated in the box "Conjunction Ticket(s)".

Issued in Exchange for

Form and serial number(s) of any ticket(s) or exchange order(s) for which the new ticket is being exchanged are to be inserted in this box.

If some flight coupons only are used for exchange their number(s) shall be also indicated, e.g. 2,3/0644/818125.

Date and Place of Original Issue

This box contains:

- two/three-letter abbreviation of original issuing carrier and
- date and place of issue of the original ticket(s), WOO(s) or exchange order(s) supplied against payment of the fare as shown in the box "Date and place of original issue" or "Date and place of issue of this ticket", whichever date on the document exchanged is earlier.

Endorsements

This box being not carbonised, allows entries on each particular coupon only.

When change of routing, destination, class, carrier or validity is required, entries about endorsement are inserted (details see chapter "Documents Alterations").

All additional remarks concerning the ticket for which no space in other boxes is reserved, shall be entered in this box.

| | | | |
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~~BNA~~**ČESKOSLOVENSKÉ AEROLINIE****PASSENGER AND FREIGHT REGULATIONS****DOCUMENTS ISSUE**

Passenger Ticket

Date and Place of Issue of this Ticket

The Date and place and name of agent or carrier issuing the ticket shall be entered by stamp or writing in this space.

Agent

Opposite the word "Agent", the ticket is validated by official stamp of the issuing office and signature of the agent.

Acctg. Use Only

This box is reserved for accounting purposes only.

Baggage

Free Allowance - free baggage allowance in kilograms is to be inserted as applicable to each leg of the journey.

Checked - total number of checked pieces of baggage of the passenger and their total weight is shown in this box, opposite the city at which the baggage is accepted.

Unchecked - total weight of unchecked (cabin) pieces of baggage is entered in this box. This weight does not comprise specified articles which may be carried free of charge.

The boxes "Checked" and "Unchecked" are completed when baggage is checked-in before departure.

Pooling of baggage

Where pooling of baggage is permitted (see Free Baggage Allowance), following entries will be made:

a) baggage of all members of the group is only checked on the group head ticket, in the endorsement box of which the abbreviation "PL" has to be inserted and followed by the number of persons in the pool;

b) on the tickets of all other members of the group, in the appropriate boxes of the column "Checked Pcs, Wt." the abbreviation "PL" must be inserted, followed by the last two digits of the ticket serial number of the head of the group;

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PASSENGER AND FREIGHT REGULATIONS

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Passenger Ticket

c) when excess baggage is involved, an excess baggage ticket is issued to the head of the group bearing similar entries mentioned sub point (d) above.

Validity

The fare expiry date is entered in the column "Valid until" opposite each respective section of the journey to which it applies.

If the travel must be completed within a limited number of days from commencement of travel, such number of days has to be inserted after the fare designation in the "Fare Basis" box.

The "Valid Until" box shall not be completed until a confirmed reservation is entered on the ticket. In the latter case, either the date of fare expiry or the date by which travel must be completed, whichever is earlier, shall be entered in the "Valid Until" box.

When the expiry date is the same for all sections of the journey, it is allowed to enter the expiry date opposite the last section of the particular ticket only.

The period of validity is as follows:

a) for tickets issued at normal one-way, round or circle trip fare - one year from the date of commencement of the journey. The journey must be commenced within one year from issue date.

Exceptions

For travel completed wholly within the area comprised of British East Africa, Congo, Angola, Federation of Rhodesia and Nyasaland, Mozambique, Union of South Africa and South West Africa, the period of validity for normal one-way, round or circle trip tickets is six months from the date of commencement of flight.

The validity of tickets at student fare travel in this area is, however, one year.

b) for tickets issued at special fare - according to specified conditions for publication of fare.

If one or more portions of a ticket involve an excursion or other special fare with shorter period of ticket validity, then such shorter validity applies only to such excursion or special fare transportation.

If at the time of issuance of ticket the date of commencement of journey is not yet fixed, the expiry date shall be entered in the ticket only after definite reservation for the first sector of the journey has been made.

The balance of the day on which the ticket is issued or on which the flight is commenced shall not be counted for determination of validity.

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PASSENGER AND FREIGHT REGULATIONS

DOCUMENTS ISSUE

Passenger Ticket

Travel on the last through sector of the last flight coupon must be commenced not later than at midnight of the last day of validity.

Extension of validity

1. Fault of carrier.

If the passenger cannot use the ticket or any of its flight coupons (at normal or special fare) within the period of validity specified therein owing to one of following reasons, the validity may be extended until the first flight of the same class paid for upon which space is available, without additional collection of fares:

- a) flight cancellations;
- b) omission of a scheduled stop (i.e. overflight of the point of destination or stopover of the passenger);
- c) failure to operate a flight reasonably according to schedule;
- d) missed connections;
- e) substitution of a different class of service;
- f) inability to provide a previously confirmed space.

2. Space not available.

When the passenger is unable to travel within the period of validity of his ticket because at the time of his application for the seat no space is available, it is permitted to extend the validity of such passenger ticket until the first flight of the same class paid for upon which seat is available, but not more than 7 days.

This extension applies, however, only to normal fare tickets and to special fare tickets which have the same period of validity as normal fare tickets.

3. Medical reasons.

If the passenger cannot travel within the period of validity of his ticket (at normal fare) owing to his illness, the validity of such ticket may be extended until the date when the passenger becomes fit again to travel according to a medical certificate, or until the first service of the class, for which the fare has been paid, of the carrier on which space is available after the date when the passenger is fit again to travel.

When the flight coupons remaining in the ticket involve one or more stopovers the validity of such ticket may be extended for not more than 3 months as from the date shown on such certificate. In such circumstances the carrier may extend similarly the period of validity of tickets of persons travelling with

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Passenger Ticket

the incapacitated passenger.

The inability to travel by air must be confirmed by a medical certificate surrendered to the carrier and issued before the expiry date of the ticket validity. It shall contain the fact that the passenger is with immediate effect unable to undertake the journey by aircraft and the approximate date when the passenger will be fit again to travel. Such medical certificate will be filed in the office of the carrier permitting to extend the validity of the ticket.

4) Tickets at special fare.

If the carrier does not operate daily scheduled service between the points for which the special fare applies, tickets which expire on a day when no service is operated by the carrier who provided the outward transportation, may be extended until the next flight of such carrier on condition that the ticket is extended by not more than three days.

This procedure applies also to extension of validity required for medical reasons.

Good for Passage (central column indicated "From/To").

Full name of city will be entered in this column, respecting following rules:

- When one-flight coupon ticket is issued (form 0641), the city of departure has to be entered on the first line ("From") and the city of destination on the subsequent line ("To");
- When the ticket has more than one flight coupon, the place of departure must be entered on the first line and on the successive lines are indicated the names of places where each particular flight terminates.
- When more than one ticket is issued for a journey, the place shown on the last line of preceding ticket has to be duplicated on the first line of the succeeding ticket;
- If a gap occurs in a through air routing which involves surface transportation for a portion of travel between the point of origin and point of destination, the box "Good for passage" relating to such portion of travel must be marked "VOID" and the respective flight coupon lifted before delivery of the ticket to the passenger and attached to the Auditor's Coupon of the same ticket.

Fare Class/Basis

Respective codes denoting the class of service and type of fare have to be entered against each portion of journey.

| | | | |
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PASSENGER AND FREIGHT REGULATIONS

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Passenger Ticket


| <u>Class of Service</u> | <u>Code Designator</u> |
|-------------------------|------------------------|
| First Class | FR |
| Tourist Class/Coach | TU |
| Economy Class | EY |
| Class "B" | BC |


Important: the Economy Class coupon designator must be entered only in the relevant "Fare Class/Basis" box of the flight coupons, covering the portions to be flown over the North Atlantic, even though a through Economy Class fare is used covering portions of travel prior to or beyond the respective North Atlantic gateways. For connecting flights in Europe or in North America, designator "TU" shall be mentioned instead.

| <u>b) Type of Fare</u> | <u>Code Designator</u> |
|--|--|
| Excursion Fare | E (to be followed by the appropriate number of days of validity) |
| Night Tourist/Coach | N |
| Family Fare | P (P ¹ only to be entered on head of group's ticket. On dependent's ticket(s), the number of reduced fare dependents in the family group will be indicated as a suffix, e.g. P2). |
| Night Tourist/Coach Discounted | D |
| Jet Surcharges (and/or Jet Fare) | J |
| Surcharged First Class Sleeper Seating | F |
| Reseller Aircraft | S |

| <u>c) No Stop-Over</u> | |
|------------------------|---|
| No stop-over | X (to be indicated on all coupons covering passage out of the city (cities) where a stopover is not permitted in accordance with the respective type of fare or discount, or where prohibited by Government restrictions) |

| | | | |
|---------------|-----|-------------|------------|
| Serial Number | 119 | Page | 3.3.4.10 |
| Canceled | 54 | Valid from: | 1 MAY 1969 |

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|--|---|
| DOCUMENTS TO USE Passenger Ticket | |
| d) <u>Type of Journey</u> | <u>Code Designator</u> |
| One - way (single) | O |
| Round Trip (return) | R |
| Circle Trip | C |
| e) <u>Type of Discount</u> | <u>Code Designator</u> |
| Agent | AD (to be followed by percentage of discount, e.g. AD 75%) |
| Air-Sea | AS |
| Child | CH |
| Deportee | DE |
| Emigrant | EM |
| Government or Diplomatic | GD |
| Group Travel | GT (to be followed by number of passengers in the group) |
| Infant | IN |
| Inclusive Tour | IT |
| Student | SD |
| Tour Guide (Conductor) | TG |
| Air Industry Discount | ID (may be followed by percentage of discount or other additional designator) |
| Code Designators have to be entered in following boxes: | |
| a) <u>Class of Service</u> - to the left of the vertical dotted line; | |
| b) <u>Type of Fare</u> - to the right of the vertical dotted line; | |
| c) <u>No Stop-Over</u> - " - " | |
| d) <u>Type of Journey</u> - and e) <u>Type of Discount</u> - small box to the left of the "NOT TRANSFERABLE" box. | |
| Notes: If designator for type of discount applies to individual coupons only, it shall be shown in the "Fare Class/Basis" box to the right of the vertical dotted line against the respective sector(s) of journey. | |
| Serial number: 55 | Page: B.3.1.11 |
| Condition: - - - | Valid from: 01 AUG 1960 |

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|---|-------------------------|
|  ČESKOSLOVENSKÉ AEROLINIE PASSENGER AND FREIGHT REGULATIONS | |
| DOCUMENTS ISSUED Reservation Ticket | |
| <u>Via Carrier</u> <p>The abbreviations of carriers shall be shown in the boxes opposite each particular section of journey. If no reservation of seat is made when ticket is issued, then abbreviation of the carrier who is supposed to carry the passenger, shall be inserted.</p> <p>In all cases when ČSA operates a service over the given sector, "ČSA" has to be inserted. Exception can be made only when passenger insists on travelling by other carrier than ČSA, or if ČSA does not operate own service on such sector.</p> | |
| <u>Flight Number</u> <p>Appropriate flight number has to be mentioned when the seat is in application or definitely reserved.</p> <p>When seat is reserved on a mixed class flight, abbreviation "F" (First Class), "T" (Tourist Class) or "Y" (Economy Class) as applicable must be inserted directly after the flight number.</p> | |
| <u>Date</u> <p>Date of departure for the respective sector has to be inserted. Day is always indicated by two digits, month by three-letter abbreviation, e.g. 07 APR.</p> | |
| <u>Time</u> <p>Time of departure for the respective sector must be inserted, using 24 hour clock system.</p> | |
| <u>Res. Status</u> <p>This box shall be completed for each section of the trip to indicate the status of reservation by using the following codes:</p> <p>OK - space confirmed; RC - space requested but not confirmed, or space waitlisted; OPEN - space not requested, or refused and not waitlisted (indication "OPEN" shall be carried across the "Flight Number", "Date" and "Time" boxes).</p> | |
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CSA

ALASKA OVERSEAS AIRLINES

CONVENTION AND EXHIBIT NO. 100-1-1

TO: **ALASKA OVERSEAS AIRLINES**
 Passenger: **1st**

If subsequent changes occur in status of reservation, the applicable code for the section affected must be crossed out and the validation of the office making the change has to be stamped on the flight coupon containing the changed reservation.

In cases of infants carried at 10% of adult fare who do not occupy own seat, no entries shall be made and the "Res. Status" box shall be voided by entry of a "NO SEAT" notation over both the "Time" and "Res. Status" boxes for each section of the trip.

When the passenger has a confirmed seat on an alternative flight but is waitlisted on an originally requested flight, entries concerning confirmed flight have to be entered in the appropriate flight coupon(s) and the status of the waitlisted flight shall be indicated by inserting the code "RQ" in the "Endorsements" box together with the flight number and date of flight concerned.

In case an alteration of the original reservation of seat is necessary, the procedure outlined sub "Alterations to Flight Coupons" (See section B.4.3) shall be applied.

Name of passenger

Name of the passenger (full name and surname) has to be inserted, preceded by Mr., Mrs., or Miss. In case of infants and children it is recommended to indicate their age, e.g. 9 years.

For easier handling (checking of passengers, reservation of seat etc.) the passenger's surname should be underlined.

Not transferable

When Family Fare is involved, the ticket serial number of the head of the group has to be inserted in this box of the tickets of all other members of the group.

Unnamed Box on Right of Passenger's Name Box

In case of an Inclusive Tour, the official tour code number shall be mentioned in the unnamed box immediately to the right of the "Passenger's Name Box".

Entries on the Front Cover

According to the type of ticket, one or four boxes are reserved on the front cover of the passenger ticket for entries concerning place and time of coach departures.

Each particular box on the cover is completed only when reservation is made and entered into the respective flight coupon.

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Valid from:

1 MAY 1961



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PASSENGER AND FREIGHT BOOKINGS

In case of any subsequent change of reservation, it is necessary to revise the entries on the cover accordingly.

Passenger should be informed to check-in for coach departure at least a few minutes prior to the time entered on the cover because it indicates the time of departure of the coach.

If the passenger does not use the coach and proceeds to the airport by own arrangement, he should be informed of the time limit fixed for check-in at the airport for the respective line.

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Covers :

- - -

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FARE AND FREIGHT REGULATIONS

Exchange Order

Exchange Orders are issued by air carriers or their agents for purchase of air transportation or related services and by those carriers who do not issue I.A.T.A. type tickets. Exchange Order is also issued when the carrier issuing I.A.T.A. type tickets has established special ticketing procedure in connection with special service or fare.

Exchange Order is not good for carriage and has to be exchanged for passenger or excess baggage ticket.

Other uses of Exchange Orders

Exchange Orders are also used in the following instances:

1. to cover payment of certain taxes. If the taxes are collected by the issuing carrier and the "tax" box in the ticket is insufficient to show clearly all details of the respective taxes, then Exchange Order is issued.
2. to cover excess baggage charges. When a passenger is not in a position to determine the exact amount of excess baggage to be carried by him on any sector of his journey beyond the first point of stopover, an Exchange Order is issued to cover the supposed amount of excess baggage charges.
3. to cover surface transportation;
4. to cover different transportation surcharges, e.g. sleeper surcharge.
5. to cover overcollections and refunds. Where a ticket has been issued at too high fare or where a routing has been changed and results in a lower fare and a balance is due to the passenger, an Exchange Order is issued for such balance.

Description

Exchange Order of CSA consists of three copies whose designation and purpose are as follows:

- 1) Passenger's Copy (original) - green - is good for the transportation or refund up to the amount indicated therein. It will be handed over to the passenger and upon presentation exchanged for proper transportation document or refunded by the

| | | | |
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PASSENGER AND FREIGHT REGULATIONS

DOCUMENTS ISSUE

Exchange Order

order to which it is addressed.

The reverse of Passenger's Copy are printed the terms and conditions relating to the issuance and use of this document.

Carrier's Copy - pink - serves for accounting purposes of the issuing carrier. It has to be attached to the sales report.

Issuing Office Copy - yellow - is retained by the issuing office in the pad of Exchange Orders.

In the upper righthand corner, all copies of the Exchange Order of CSA are provided with the form "0649" and serial number.

The value of the Exchange Order is limited to the amount stated on it. When transportation related charges are not specifically described, the Exchange Order shall not be issued nor honoured for sums in excess of US\$ 200 or US\$ 160,- or the equivalent thereof.

Completion

All entries on the Exchange Order must be made in block letters. No alterations of the original entries are allowed.

The particular boxes of the Exchange Order have to be completed as follows:

To

Name of carrier on whom Exchange Order is drawn, is inserted.

At

Name of city where Exchange Order will be presented, has to be indicated.

Notes: If Exchange Order is issued for unspecified transportation or for excess baggage and the carrier cannot be determined at the time of issuance it will be drawn on "ANY IATA CARRIER" "ANYWHERE".

In exchange for this order please issue

If the Exchange Order requires the issue of passenger ticket(s), the number of these tickets has to be inserted.

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EXCHANGE ORDER Exchange Order

Name

Name(s) of person(s) in whose favour Exchange Order is drawn, will be indicated.

Address

Complete address of person(s) in whose favour Exchange Order is drawn, shall be mentioned.

Routing - From/To

In first line, the place of origin of the journey is inserted. In each succeeding line, places of stop-over, transfer points between flights and/or carriers, and final destination are indicated in proper sequence.

Via Carrier

Opposite each "From/To" box, official carrier abbreviation is indicated.

Flight No.

Appropriate flight number has to be mentioned in this box. If space is reserved on a mixed class flight, the designator "F", "T", or "Y" as applicable, must follow directly after the flight number.

Date

Scheduled date of departure from each station indicated in the routing is inserted. Three-letter abbreviation for the month shall be used.

Time

Scheduled local time of departure from airport shall be inserted.

Fare Construction - Published

Published fare for each leg of journey (change of fare) is entered unless a through fare applies in which case the through fare is inserted opposite the place where it ends.

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Exchange Order

The fare entered in this box is the total fare (excluding tax). When a separate jet surcharge is applicable, in addition to the applicable fare shown in the "From/To" column, each section to be flown by jet at a surcharge shall be repeated in the "From/To" column below the last entry therein and alongside this the amount of surcharge shall be shown in the "Fare" column and the designator "J" in the "Fare Basis" column.

Fare Construction - Converted

Published fare entered in "Published" box is converted to one common currency (US\$ or UK£) and equivalent amount is inserted against each published fare.

Fare Basis

Applicable code or combination of codes given below shall be inserted for each leg of the routing, in following orders:

a) Class of Service

FR - First Class
TU - Tourist/Coach
EY - Economy
BC - Class "B"

b) Type of Fare

E - Excursion Fare (to be followed by the appropriate number of days of validity)
N - Night Fare
P - Family Fare
C - Tourist/Coach with meal included in fare (U.S. domestic flights only)
M - Military Fare

*) In dependents' tickets, also the number of persons at reduced family fare shall be added, e.g. P3.

c) Type of Discount

AS - Air-Sea
AD - Agents discount (to be followed by percentage of discount)
CH - Child
EM - Emigrant
GD - Government or Diplomat
GT - Group Travel (to be followed by number of passengers in the group)
IT - Inclusive Tour
IN - Infant
TG - Tour Guide - Conductor (to be followed by percentage of reduction)
SD - Student

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AIRLINE

EXCHANGE ORDER

DO NOT WRITE IN THESE SPACES

DE - Deporter
ID - Industry Discount

Res. Status

One of the following codes is used to indicate reservation status for each section of the trip:

CK - space confirmed;
RQ - space requested but not confirmed, or space waitlisted;
OPEN - space not requested, or refused and not waitlisted

Issued In Connection with

Form and serial number(s) of any ticket(s) issued in connection with this Exchange Order shall be entered in this box.

Issued In Exchange for

Form and serial number(s) of any ticket(s) or Exchange Order(s) against which this Exchange Order is being issued, shall be inserted.

Date and Place of Original Issue

Two/three-letter code of original issuing carrier and date and place of original issue of the prior document is inserted.

If the prior document being exchanged already indicates an entry in the "Date and Place of Original Issue" box, thereon, it is this information which must be entered in this box on new exchange order.

Date and Place of Issue/Agent

This box contains:

- Issuer's (agent's or airline's) name
- Place of issue
- Date

Exchanged for

The accepting airline (or other party) shall enter the form and serial number(s) of the document(s) issued against this order.

Issued/Provided by

The accepting airline (or other party) shall enter his name.

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At

The accepting airline (or other party) has to insert here the location at which the order is accepted.

Related Charges as Specified Below

If the exchange order is issued for other purpose than actual transportation, each type of related service (such as excess baggage charges, sleeper surcharge) to be provided shall be described fully on separate lines. The respective amount(s) shall be entered in "Fare Construction" boxes.

When balance exchange order is issued for refund, enter number(s) of withdrawn documents and their value in "Fare Construction" box. On the next lower line, note "less" and insert form and number(s) of document(s) to be issued, followed in "Fare Construction" box by their value.

Taxes (specify)

Any taxes collected shall be fully described. The amount of the taxes shall be inserted in "Fare Construction" box.

Total (in words) and figures

Currency and total amount in words and figures shall be inserted in the way described below.

The total amount represents the face value of the exchange order for which this document is honoured.

Only when both amount in words and figures is the same, the exchange order will be honoured. Nevertheless, the amount in words takes precedence over the amount in figures. Total (in Words) - the amount in words shall commence as close as possible to the left-hand vertical line of the "Total (in Words)" box and any unused space shall be filled in by drawing a horizontal line as follows:

onehundred—OKR—

Total in Figures - the amount in figures shall be written so as to allow no space between the figures, sufficient for the insertion of another figure. It shall be entered as near the left-hand vertical line as possible and the space between the last figure and the right-hand vertical line of the column or box shall be cancelled by a horizontal line as follows:

25—

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Exchange Order**Equivalent Amount Paid**

Amount and type of currency collected shall be entered when payment is in a currency other than that shown in "Total (In words) and figures" box. When payment is made in an "asterisked" currency and/or a currency marked with a "Plus" sign, the rate of exchange for the currency of payment to a basic currency shall be entered at the extreme right of the "Equivalent Amount Paid" box.
Example "(360 JYE - US\$ 1)" or "(1008 JYE - UK£ 1)".

Form of Payment

Same entries shall be made as in passenger ticket.
When abbreviations "PI", "IP", "GR", "UN" or "NONREF" are used, then the entry in this box must be carried forward on all reissued documents.

Validity

The exchange order is valid only one year from the date of issue. It shall not be honoured if mutilated or altered.

Transferability

The exchange order is not transferable.

Endorsements

The value of an exchange order may be endorsed over to another carrier in accordance with the requirements mentioned in "Documents alterations".

Endorsement can be made only by the issuing carrier, or the carrier on whom the exchange order is drawn and must bear the validation stamp of the endorser.

Restrictions on Use of Exchange Orders

Exchange orders are not to be issued in the following cases:

- 1) for purchase of transportation when tickets are available;
- 2) for transfer of funds to defray miscellaneous travel expenses;
- 3) in any case where such issuance is contrary to the currency control, tax, immigration and quarantine regulations of the country in which it is issued and the countries into or through which the passenger is travelling.

- E N D -

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CSA - ČESKOSLOVENSKÉ AEROLINIE**PASSENGER AND FREIGHT REGULATIONS****DOCUMENTS ISSUE**
Miscellaneous Charges Order**GENERAL**

The Miscellaneous Charges Order (in abbreviation "MCO") is an auxiliary transportation document which cannot be used for proper air transportation. The passenger ticket or excess baggage ticket has to be issued on respective services rendered upon its presentation.

USE OF MCO

The Miscellaneous Charges Order is issued to cover following transportation or services:

- collections for passenger air transportation en route;
- excess baggage charges incurred en route;
- taxes;
- for air or surface accommodations and transportation including berth-sleeper, stateroom, and bus, rail or steamer transportation;
- additional collections in connection with up-gradings or under-collections;
- hotel accommodations;
- refundable balances;
- unspecified air transportation when exact transportation cannot be determined at time of sale and provided currency restrictions permit such procedure.

Value of MCO for unspecified transportation

The value of MCO is limited to the amount shown thereon.

When the transportation or related services for which the MCO is issued are not specifically described, the entire MCO may not be issued nor honoured in excess of the following:

| | | | |
|--------------------|-----------|-------------|-----------------|
| One coupon version | UK£ 50,- | or US\$ 140 | (or equivalent) |
| Two | UK£ 100,- | or US\$ 280 | |
| Four | UK£ 200,- | or US\$ 560 | |

Whenever the MCO is issued for unspecified transportation or services, the four coupon version will be used.

DESCRIPTION OF MCO

The MCO consists of several coupons in the following order:

- Auditor's Coupon - Green;
- Exchange Coupon(s) - Yellow - one (one coupon version), or two (two coupon version), or four (four coupon version);
- Agent's Copy - Pink;
- Passenger Coupon - White (inside back cover). On the reverse of Passenger Coupon appears the Czech and English version of "Terms and Conditions".

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PASSENGER AND FREIGHT REGULATIONS

DOCUMENTS ISSUE Miscellaneous Charges Order

1. This issue one coupon version and four coupon version.
The term number of both versions issued by CSA is 0640 whereby the serial numbers
of one coupon version are 100,000 and higher, and
four coupon version are 400,000 and higher.

PURPOSE AND USE OF INDIVIDUAL COUPONS OF MCO

According to their purpose the individual coupons of MCO are used as follows:

- Auditor's Coupon - before delivery of MCO to passenger, it is removed from MCO and attached to sales report;
- Exchange Coupon(s) - is(are) lifted by the honouring carrier or agent.
If the MCO contains more Exchange Coupons than are necessary with respect to the required transportation or services, all superfluous Exchange Coupons must be cancelled by inserting "VOID" into "To/At" box, lifted from MCO before its delivery to the passenger and attached to the respective Auditor's Coupon.
- Agent's Copy - is kept by the Agent and filed in his office provided a Travel Agent has issued the MCO. If MCO is issued by CSA office, it is stapled together with the Auditor's Coupon and attached to sales report;
- Passenger Coupon - will be kept by the passenger.

COMPLETION OF MCO

The entries on MCO must be made in block letters only. No corrections, erasures or write-overs of entries are permitted. Legibility of all entries on all coupons must be ensured and checked before the MCO is delivered to the passenger.

Entries are to be made as follows:

Type of service for which issued: describe clearly the type of service or purpose for which MCO is issued. Combination of air transportation and ancillary services on the same MCO is not allowed.

To At (Sections 1, 2, 3 or 4): enter here for each section, the name of carrier or operator and location thereof which is to honor each exchange coupon.

Reservation Data (Sections 1, 2, 3 or 4): whenever type of service for which MCO is issued requires a reservation and it has been sold (or requested), enter complete details thereof in these boxes as applicable. Enter normal Reservation Status code (OK, RC, OPEN) in this box. Any subsequent change of reservation must be effected by use of sticker. For reservation of berth see exception below.

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Miscellaneous Charges Order

Endorsements (Sections 1, 2, 3 or 4): enter for each exchange coupon any special endorsement applicable solely thereto. When not otherwise used, these sections can be used to endorse a particular exchange coupon to another carrier or operator. Where entire MCO is being endorsed to another party, either use box "Endorsements Applicable to Entire MCO" (see below) or back cover using normal endorsement procedures.

Note - If exchange coupon is issued to cover berth, and reservations data therefor is entered, show status thereof by writing in "Endorsements" box the words "RESERVED", "OPEN" or "WAITLIST" according to status thereof. Use Revalidation sticker to make any subsequent change in status.

For Values enter following in boxes to right of this rubric.

- (a) Amount in Letters: enter in letters total value for which MCO is issued. This entry always takes precedence over the amount shown in "Amount in Figures" box. In order to prevent any additional entries, commence writing of the amount in letters as close as possible to the left-hand vertical line of the "For Value" box and draw a horizontal line through any unused space as follows:

Sixty —————

- (b) Currency: Indicate type of currency by use of applicable three-letter IATA currency code designator.
- (c) Amount in Figures: enter in figures total value for which MCO is issued.

Equivalent Amount Paid: If MCO is paid in a currency other than that indicated in "For Value - Currency" box make following entries in this section to right of this rubric.

- (a) Currency: Indicate type of currency paid by using applicable three-letter IATA currency code designator.
- (b) Amount in Figures: enter total amount of payment in figures. Write the amount in figures so as to allow no space between the figures, sufficient for the insertion of another figure. Commence writing of amount as near the left-hand vertical line as possible and cancel the space between the last figure and the right-hand vertical line of the column or box by a horizontal line as follows:

60 —————

- (c) Rate of Exchange: enter rate of exchange used between currencies shown in "For Value - Currency" and "Equivalent Amount Paid - Currency" boxes, i.e. between currency of payment and currency in which MCO is issued.

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DOCUMENTS ISSUE

Miscellaneous Charges Order

Coupon Value (Sections 1,2,3, or 4):

Specified Exchange Coupon Value Method: If MCO is being issued to indicate a specified value for each exchange coupon, enter the specific value for which each coupon is to be honoured in the "Coupon Value" box applicable thereto and draw a heavy line across the shaded area directly below each "Coupon Value" box. The total of the separate entries in these boxes must equal the total in "For Value-Amount in Figures" box.

Place a large "X" in box to right of this column which reads "Each coupon to be honoured only for value shown thereon".

Deduction Method: If MCO is not being issued to indicate a specified value for each exchange coupon, make no entries in "Coupon Value" boxes at time of its issuance, but place an "X" in the box to right of this column which reads "Value for which honoured to be deducted from original or residual value".

IMPORTANT NOTE - An MCO may be issued only for either the "Specified Exchange Coupon Value" method or the "Deduction" method. Both methods must never be used on the same MCO.

Additional Remarks (only on one-coupon version): the space in this box may be used to further describe the type of service or purpose for which the MCO is issued.

Name of Passenger: enter full surname of passenger preceded by initials. MCO may be used for more than one passenger, whenever each of them will share the same services.

Issued in Exchange For - Date and Place of Original Issue: If MCO is being issued in exchange for a previous MCO, ticket or exchange order, enter in these boxes respectively, the Form and Serial No. of the prior document and the two/three-letter code of original issuing carrier and the date and place of original issue thereof.

If the prior document being exchanged already indicates an entry in the "Date and Place of Original Issue" box thereon, it is this information which must be entered in this box on new MCO.

Endorsements Applicable to Entire MCO: enter on this line any special restrictive endorsements applicable to the entire MCO such as-

- "REFUNDABLE ONLY IN ... (name of country)";
- "CONEX AIR TRAVEL FROM TO", If MCO issued to cover sea portion of air sea booking and/or if it is necessary to establish tax exemption of transportation covered by MCO;
- If MCO is issued in exchange for another accountable form, carry forward any endorsements appearing on form being exchanged;

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Miscellaneous Charges Order

- d) If the purchaser is different from passenger and desires voluntary refund restricted to him only, "REFUNDABLE ONLY TO (Name...) - PURCHASER".

Issued in Connection with Whenever the MCO is issued in connection with another accountable form, such as a ticket, enter form and serial number of such form here. This is particularly important with respect to tax exemption of transportation covered by MCO.

Form of Payments Insert "CASH" or, as applicable, indicate other forms of payment by completing this box as for passenger ticket.

Date and Place of Issue validate the MCO using validation stamp of issuing office or agent. The stamp has to contain the place and name of agent or carrier issuing the document. Person issuing MCO must sign opposite the word "Agent". Insert date using three-letter month designators, e.g. 03APR 1961.

ENTRIES CONCERNING COLLECTION OF TAX

When type of service for which the MCO is issued requires collection of tax at time of sale, indicate the collection thereof in one of the following ways:

- a) If the tax is to be paid to the government by the honouring carrier -

Indicate in description of service for which the MCO is issued the words "INCLUDING TAX" and add tax to cost of service sold and enter total in "Value" box of the applicable Exchange Coupon.

- b) If the tax must be paid to the government by the selling or issuing carrier -
proceed as follows:

- 1) Issue Exchange Coupon No. 1 on selling or issuing carrier for amount of tax and lift this coupon along with Auditor's or Agent's Coupon at time of issuance.
- 2) Issue Exchange Coupon No. 2 on honouring carrier for value of service to be rendered.

HONOURING OF MCO

According to the method used proceed as follows:

- 1) Specified Exchange Coupon Value Method

Each carrier or operator on which an exchange coupon has been drawn for a specific value, should lift such coupon, render the services called for thereon, and bill the carrier issuing the MCO for the value thereof.

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PASSENGER AND FREIGHT RECEIPTS

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Value not sufficient

If the value specified on the MCO is not sufficient to cover the cost of services rendered for, the honouring carrier must make additional collection from passenger.

Higher value

If the value of the coupons is in excess of cost of services to be rendered, the honouring carrier should either issue a new MCO or an Exchange Order for such excess amount or arrange for refund in accordance with normal refund rules.

2) Deduction Method

- The first honouring carrier/operator will execute Exchange Coupon No. 1 entering the amount for which honoured in the "Coupon Value" box and by subtracting such amount from "Amount in Figures" enter the resulting balance in the "Residual Value" box. Such coupon is then lifted and billed to the issuing carrier.
- Each subsequent honouring carrier/operator will follow a similar procedure successively for Exchange Coupons Nos. 2, 3 or 4 by deducting value of service rendered from residual value shown progressively on each coupon.
- Should the total value of the MCO be exhausted before Exchange Coupons Nos. 2, 3 or 4 have been used, the carrier/operator honouring the Exchange Coupon which exhausts the value should draw a large "X" completely through the shaded area covering the remaining valueless Exchange Coupons and lift them with the Exchange Coupon being honoured for value and send such coupons to the issuing carrier with his billing.
- When the value for which the last Exchange Coupon will be honored is less than the "Residual Value" applicable to such coupon, enter the full amount of such "Residual Value" in the "Coupon Value" box of such coupon, then lift the coupon and apply one of the following two alternative procedures:
 - against such Exchange Coupon issue another accountable form to cover the applicable service to be rendered and for the remaining unused value of the original MCO issue a new MCO or Exchange Order; or
 - against such Exchange Coupon, issue a new four Exchange Coupon MCO for the remaining unused value of the original MCO and honour the first Exchange Coupon of the new MCO for the service to be rendered.
- In the case of procedure given sub d) above, where the last Exchange Coupon is to be honoured by a non-air carrier, such operator not disposing of MCO's will probably honour the coupon for just the value of the service to be rendered. In this case the passenger will be left with a passenger coupon still indicating a partially unused value for the MCO. In this instance the passenger has to be instructed to

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DOCUMENTS ISSUE Miscellaneous Charges Order

send his Passenger Coupon to one of the issuing carrier's offices for refund adjustment.

NOTE - The Passenger's Copy may never be accepted for services as it is only a receipt.

REFUNDS

Whenever a MCO is to be refunded partially or in full, such refund must be made in accordance with any restrictions appearing on the MCO and also in conformity with applicable refund rules.

ENDORSEMENTS AND REISSUANCE OF MCO's

Whenever an MCO or portion thereof is to be endorsed or reissued over to another carrier or operator, all applicable regulations governing endorsement or reissuance must be complied with.

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DESA PASSENGER AND AIR CARRIER REGULATIONS

PASSENGER AND AIR CARRIER REGULATIONS

DOCUMENTS ALTERATIONS Voluntary Change of Routing and Endorsements

1. A voluntary change of routing arises

1. A voluntary change of routing arises when a passenger himself requests a carrier to effect a change in the:

- a) routing (other than point of origin)
- b) destination
- c) carrier(s)
- d) class of service
- e) validity

specified in an unused passenger ticket, flight coupon(s) or exchange order.

Who is entitled to make above changes

a) Any carrier may make such changes, provided that:

- 1) such carrier issued the ticket or exchange order. If one carrier's sales office has issued another carrier's ticket, the carrier whose name is shown in the validation box has to be considered to be the carrier who issued the ticket and not the carrier whose ticket has been used; or
- 2) such carrier is the carrier designated in the "Via Carrier" box in the "Good for passage" section of the unused flight coupon or exchange order for the first onward carriage from the point on the route where the change is to commence;
- 3) where, however, the carrier which issued the ticket is designated as a carrier for any subsequent onward section(s) and has an office or a general agent at the point on the route either where the change is to commence or where the change in travel documents is to be effected, the carrier effecting the change has to obtain the endorsement of the issuing carrier at either of such points.
- 4) such carrier is the original issuing carrier as shown in the "Date and Place of Original Issue" box of the ticket, MOD or exchange order.

Note: The words "from the point on the route where the change is to commence" used in paras 2) and 3) above mean the point from which the passenger's routing will vary from the routing originally indicated in the ticket for transportation from that point, and do not mean any point prior thereto at which a passenger might ask to have such change made.

- b) At a passenger's request any carrier - member of IATA may effect a change provided he has received written or telegraphic authority to do so from the carrier entitled to effect the change pursuant to paragraph a) above.
- c) Endorsement requests by cable or wire from one carrier to another have to contain information in the following order:

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DOCUMENTS ALTERATION Voluntary Change of Routing and Inter-carrier

Article 1 when such change involves the stretch Prague-Bruxelles or Prague-Milan

SWISSAIR - ČSA

- No endorsement is required provided the change covers any flight within Continental Europe.
- This exemption from endorsement is applicable only if transportation is effected over the lines of ČSA or SWISSAIR. Endorsements to third parties are excluded and will be subject to the normal endorsement requirements.
- In some cases where the transportation document bears a restrictive remark such as "NOT ENDORSABLE", "VALID ON SWISSAIR ONLY" or any similar remark, this endorsement waiver agreement is not applicable.

ALITALIA - ČSA

No endorsement is required for transfer of passenger traffic documents (passenger tickets, exchange orders, MCO's) from ALITALIA to ČSA or vice versa if such change is to be effected either on the sectors Praha-Wien-Roma or v.v., or on the sectors Praha-Wien-Milano or v.v.

This agreement concerns the traffic documents of any carrier.

Normal endorsements rules apply when transfer is made in favour of a third carrier or over other sectors than those specified above.

SAS - ČSA

- No endorsement is required for transfer of passenger transportation documents (passenger tickets, exchange orders and MCO's) from ČSA to SAS or vice versa provided such change is to be effected on the sector Copenhagen-Prague or Prague-Copenhagen.
- This facility concerns exclusively transportation documents issued either by ČSA or SAS.
- Normal endorsement rules apply when transfer is made in favour of other carriers than ČSA or SAS.

Entries in tickets

All flight coupons good for transportation on the lines for which an endorsement waiver agreement has been concluded, shall bear the stamp (or remark): "ENDORSEMENT NOT REQUIRED ACCORDING TO AGREEMENT/ČSA" in the "Endorsements" box. In the space after the word "AGREEMENT", the official abbreviation of the carrier with whom ČSA has concluded the agreement shall be inserted.

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DOCUMENTS ALTERATIONS Voluntary Change of Routing and Endorsements

- 1) ticket or exchange order form and serial number;
 - 2) designation of the currency in which originally purchased;
 - 3) important segments of total routing;
 - 4) passenger's surname;
 - 5) segments, class and carriers for which endorsement is requested;
 - 6) segments and carriers to be used in new routing;
 - 7) brief reason for re-routing.
- d) The reply message shall contain information in the following order:
- 1) request wire or cable reference;
 - 2) ticket or exchange order form and serial number;
 - 3) passenger's surname;
 - 4) the expression "Endorsement authorized" or "Endorsement refused".
- e) When an endorsement is authorized and the rerouting accomplished, a copy of the request as well as the authorization message has to be attached to the coupons lifted in accomplishing the rerouting for billing to the issuing carrier.
- f) Where no carrier is designated in the "Via Carrier" box in the "Good for Passage" section of the unused flight coupon or exchange order for the first onward carriage from the point at which the passenger desires the change to commence, any carrier may effect a change in the routing, destination, carrier(s), class of service or validity specified therein.

If, however, the carrier who issued the ticket as described in para a) above, is designated as carrier for any subsequent onward section(s) and has an office or a general agent at the point on the route either where the change is to commence or where the change in travel documents is to be effected, the carrier effecting the change must obtain such issuing carrier's endorsement at either of such point.

Authority for endorsement

Whenever CSA is entitled to endorse the ticket(s), flight coupon(s) or exchange order, the authority to do so is given to the Representative of CSA (or other official of the Representation appointed by the Representative).

If no local Representation of CSA exists, then the nearest Representation should be contacted, eventually the request should be addressed to CSA in Prague (Central Travel Office).

Note: Travel Agents are not entitled to endorse the tickets, coupon(s) or exchange orders on behalf of CSA.

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PASSENGER AND FREIGHT REGULATIONS

Manual

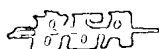
Provisional Sheet

to be inserted in front of page B.4.1.3 - Serial Number 63
Documents Alterations

With immediate effect the Endorsement Waiver Agreement between CSA and KLM reads as follows:

1. Exemption from reciprocal requirement for endorsement of transportation documents covers any flight within geographical Europe.
2. The above exemption from endorsement is applicable only if the transportation is to be effected over the lines of CSA or KLM. Endorsements to third parties are excluded and will be subject to normal endorsement requirements.
3. Both CSA and KLM may use for travel on their European lines without endorsement:
 - a) any passenger tickets issued by CSA or KLM;
 - b) passenger tickets issued by other air carriers on which CSA or KLM are inserted in the "Via Carrier" box.
4. No endorsement is required in case of Exchange Orders and Miscellaneous Charges Orders issued by CSA or KLM provided they are addressed to any of the two parties or to "ANY I.A.T.A. CARRIER".
5. In exceptional cases where the transportation document bears a restrictive note such as "NOT ENDORSABLE" or "NOT TRANSFERABLE"; the endorsement waiver agreement is not applicable.

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Voluntary Change of Routing and Endorsements

Endorsement Waiver Agreements

In accordance with the respective Resolutions of IATA, carriers - members of IATA may agree between themselves to waive the requirement of endorsement. It is, however, necessary that the carrier accepting the ticket without endorsement shall arrange for cancellation of unwanted reservations.

CSA has concluded following bilateral Endorsement Waiver Agreements.

AIR FRANCE / CSA

No endorsement is required for change of carrier from Air France to CSA (or vice versa) when such change involves the stretch Prague-Paris or Paris-Prague.

BEA / CSA

BEA is entitled to endorse on behalf of CSA and CSA is entitled to endorse on behalf of BEA the tickets in all cases when the other party should be requested for endorsement. This agreement concerns the transfers between the lines of CSA and BEA, and, in the cases of urgency, also the lines of other carriers.

JAT / CSA

No endorsement is required for change of carrier from JAT to CSA (or vice versa) when such change involves the stretch Prague-Belgrade or Belgrade-Prague.

KLM / CSA

CSA on one side and KLM on the other side may use without endorsement for travel on their own lines only:

- any ticket issued by the other party (CSA or KLM) even if any other carrier appears in the "via Carrier" box;
- tickets issued by other companies, on which CSA or KLM are inserted in the box "via Carrier".

This endorsement waiver applies to the whole network of CSA and KLM.

SABENA / CSA

No endorsement is required for change of carrier from SABENA to CSA (or vice

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Voluntary Change of Routing and Endorsements

Examples of endorsements

| Original ticket | | to be rerouted | | Endorsement required? | Explanation |
|-----------------|--|----------------|--------------------------|-----------------------|---|
| Issued by | good for | at | into | | |
| All | PRG-CPH CK CPH-LON SK LON-BRU SN | PRG | PRG-LON CK LON-BRU SN | No No No | ČSA is first onward carrier and All does not appear as carrier |
| ČSA | PRG-ATH KL ATH-CAI WS CAI-BOH AI | PRG | PRG-BOH CK | No | ČSA is issuing carrier. |
| Finnair | PRG-AMS CK AMS-HEL AY | PRG | PRG-HEL CK | No x) | x) If Finnair has an office in Czechoslovakia endorsement <u>is</u> required. If not, endorsement is <u>not</u> required. |
| Finnair | PRG-CPH SK CPH-STO CK STO-HEL AY | PRG | PRG-CPH SK CPH-HEL CK | No No Yes | Finnair has office in CPH where change in routing commences. |
| KLM | PRG-CPH SK CPH-AMM SK | PRG | PRG-AMM CK | No | Endorsement waiver KLM-ČSA. |
| SABENA | PRG-BRU SN | PRG | PRG-BRU CK | No | Endorsement waiver SABENA-ČSA. |

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DOCUMENTS ALTERATIONS Voluntary Change of Routing and Endorsements

DOCUMENTING CHANGES

- a) The change requested by the passenger is effected by the endorsement of such ticket flight coupon(s) or exchange order to the receiving carrier, if only change of carrier is involved.
- b) If the change involves the change of fare, routing, class of service or validity, then reticketing is also necessary.
- c) Where the change is effected by endorsement, the endorsement is worded "ENDORSED TO ----- (airline) BY ----- (airline)" and has to be validated by the official stamp (and signature) of the office making the endorsement. If the validation by stamp and signature cannot be obtained because endorsement is requested by cable or airmail, a copy of the request as well as the authorisation request has to be attached to the endorsed flight coupon.
- d) The carrier making the endorsement is responsible for the cancellation of all reservations not required as a consequence of the endorsement. Where the change is effected by reticketing without endorsement, the reticketing carrier is responsible for the cancellation of all reservations not required.
- e) A carrier receiving an endorsement shall not require it to be for value.

CALCULATION OF FARES FOR VOLUNTARY REROUTINGS

Where the rerouting results in a change of fare, the new fare and charges have to be recalculated as follows:

- a) If the destination is unchanged, the fare has to be recalculated from the last "fare calculation point" preceding the point at which the rerouting takes place, as shown on the ticket submitted for rerouting, to the "fare calculation point", shown on the ticket submitted for rerouting, beyond which the original fare calculation remains applicable;
- b) If the destination is changed, the fare has to be recalculated from the last "fare calculation point" preceding the point at which the rerouting takes place, as shown on the ticket submitted for rerouting, to destination.

NOTE:

As "fare calculation points" used above sub a) and b) are to be considered also the points of origin and destination. In the case of a round trip ticket, also the point of turn around is to be considered as "fare calculation point".

The fares and charges to be used for the recalculation will be those which would have been applicable as of the date of commencement of carriage.

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Voluntary Change of Routing and Endorsements**If the carriage has already commenced:**

- a) a one way ticket (code designator "O") must not be converted into a ticket for a round or circle trip which includes any portion already flown;
- b) a round trip ticket (code designator "R") or circle trip ticket (code designator "C") may be converted into the other of these categories provided the request for change is made prior to the passenger's arrival at the destination shown on the ticket or exchange order to be rerouted.

CHANGES IN FARE

- a) Where the calculation of fares (and charges) results in a change from the fare (or charges) specified on the original ticket(s), the unused flight coupons of the original ticket(s) must be withdrawn from the passenger.
- b) If the fare for the revised routing is higher, the difference must be collected from the passenger.
- c) When the recalculated fare for the revised routing is lower, the carrier effecting the reticketing has to arrange for the difference to be refunded to the passenger subject to eventual refund restrictions mentioned on the ticket or exchange order concerned and in accordance with applicable refund rules (see "Refunds").

SPECIAL CONDITIONS AND LIMITATIONS OF REROUTING

If special type of fare or discount has been used for computation of the fare in the original ticket or exchange order, the change of routing of the original document shall be made in accordance with special provisions or limitations concerning the application of such special fares and/or discounts (e.g. inclusive tours, student fares, group discounts etc. - see "Reductions").

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Involuntary Change of Routing**1. When an involuntary change of routing arises**

An involuntary change of routing arises when a carrier:

- a) cancels a flight;
- b) fails to operate a flight reasonably in accordance with the schedule;
- c) fails to stop at a point to which the passenger is destined or is ticketed to stop-over;
- d) is unable to provide previously confirmed space;
- e) causes a passenger to miss a connecting flight on which he holds a reservation;
- f) substitutes an aircraft of a class of service other than that for which the passenger has paid.

2. Action of the responsible carrier

In the foregoing circumstances the carrier responsible for creating the conditions necessitating the change (Forwarding carrier) must either:

- a) make or arrange for involuntary refund in accordance with the refund regulations (see "Refunds"), or
- b) provide for the passenger's carriage without additional charge to the passenger by either:
 - i) carrying the passenger on the same or another of its aircraft, regardless of class of service, or
 - ii) providing for the carriage of the passenger to the destination or point of stopover mentioned on the ticket by the services of another carrier or other transportation services.

3) Rerouting on a higher - rated class of service

The passenger may be involuntarily rerouted by the forwarding carrier on a higher - rated class of service of another carrier (either the original or the new receiving carrier) if following conditions are observed:

- a) the flight of such higher - rated class of service must either depart from the rerouting point or arrive at the next connection point, point of stop-over or destination to which the passenger was originally ticketed earlier than such carrying carrier's own flight of the class of service paid for on which space is available, and
- b) but the forwarding carrier pays to the carrying carrier the additional cost for the higher-rated class of service, except when such carrying carrier

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decides to carry the passenger at no additional charge.

If difference in fare is absorbed by the forwarding carrier, all flight coupons good for transportation on such sectors of higher rated class have to bear the note "REFUNDABLE ONLY BY ISSUING CARRIER - INVOLUNTARY REROUTING" in the "Endorsements" box.

When the carrying carrier does not require any additional fare for use of higher-rated class of service, all flight coupons concerned will bear the note "INVOLUNTARY REROUTING-NO ADDITIONAL FARE FOR HIGHER CLASS OF SERVICE REQUIRED" and stamp and signature of the carrying carrier. This entry completed by forwarding carrier of brief indication of reasons for involuntary rerouting will be made in the "Endorsements" box.

c) When the involuntary rerouting is caused by forwarding carrier's domestic service, such forwarding member need not comply with the requirements of the following para 4).

4) Missed connections

In cases of missed connections other than those caused by over- or under-carriage, the original receiving carrier (i.e. the carrier who originally was designated to carry the passenger from the point of missed connection) at the request of the forwarding member has to make any required endorsements on the passenger's ticket to the forwarding member for the purposes of rerouting.

The original receiving carrier need not make such endorsement if it decides to carry the passenger on another of its aircraft, regardless of class of service, within a reasonable time and without additional expense to the forwarding carrier for layover or difference in fare.

5) Free baggage allowance

An involuntarily rerouted passenger is entitled to the free baggage allowance applicable for the class of service originally paid for. This applies also in the case when the passenger is subsequently transferred from a higher - rated class to a lower-rated class of service and is therefore entitled to a refund.

6) Surcharge for de luxe service

If a passenger is transferred to a de luxe service, he will be charged only for use of a berth, stateroom, or any other facility not normally included in the fare for such service.

Surcharge for de luxe service will not be assessed.

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Involuntary Change of Routing

7) Substitution of type of aircraft

When due to reasons beyond the carrier's control, the carrier substitutes an aircraft of a type of service other than that for which the passenger has originally paid, such carrier may either:

- carry the passengers on the substituted type of aircraft subject to all the conditions of the type of service for which the passenger has originally paid, except seating density;
- when substituting a tourist class aircraft for a first class aircraft, carry the passengers subject to tourist conditions (except free baggage allowance - see para 5) and arrange for refund.

8) Cancellation of reservations

When a passenger is involuntarily rerouted, it is the forwarding carrier's responsibility to arrange for:

- cancellation of onward reservations no longer required; and
- notification of the receiving carrier at the connecting point of the reason for cancellation, i.e. by inserting the abbreviation "USOWP" (= missed connection) into the cancellation message.

9) Procedural requirements

- Endorsements - Flight coupons may be endorsed to another carrier only when no change of routing or class of service is made and no increase in fare results.
- Reticketing - Reticketing is necessary in all cases when onward carriage will be:
 - by a different or more expensive routing, or
 - on a higher - rated class of service of the original or new receiving carrier in cases where such carrier is not willing to absorb the difference in fare, or
 - on another transportation service.

Notes

- For calculation of refunds connected with involuntary reroutings, see "Refunds".
- Rules concerning absorption of passenger's expenses are shown sub "Special procedures".

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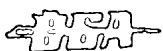
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Involuntary Change of Routing

3) For further entries on flight coupons see "ALTERATIONS TO FLIGHT COUPONS" below.

INTERRUPTED FLIGHTS

Where due to interruption en route or aircraft of ČSA, it becomes necessary to reroute passengers involuntarily and the applicable flight coupons are not available, ČSA will apply following procedure in providing for alternate onward air carriage for the interrupted portion of the journey:

a) each passenger coupon will be stamped:

_____ to _____, Via Carrier _____
 (place of rerouting) (place to which rerouted) (name of receiving carrier)

b) ČSA will prepare in duplicate a list of passengers showing:

- i) number of flight performing alternate carriage;
- ii) date and sector of alternate air carriage;
- iii) number of interrupted flight of ČSA and sector performed from point of departure to the point of interruption;
- iv) names of passengers and their ticket numbers;

c) both representatives of ČSA and of the receiving carrier will sign above list of passengers, whose original will be retained by the receiving carrier. Duplicate destined for ČSA shall be forwarded to Accounting Department of ČSA in Prague.

d) If the receiving carrier decides to carry the passenger(s) on a higher - rated class of service without additional charge to the passengers or ČSA, the above list of passengers shall bear a remark of the receiving carrier that it will not require difference of fare.

e) ČSA will provide the receiving carrier with copies of the flight coupons concerned as soon as possible.

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Alterations to Flight Coupons

1. The only alterations that can be made on a flight and passenger coupon without reticketing after it has been issued concern the following boxes:

- a) Via Carrier,
- b) Flight number, Date and time,
- c) Reservation status.

In no case shall alterations on the flight coupon(s) be made when a change of fare is involved.

2. Alterations of entries in "Via Carrier", "Flight Number", "Date", "Time" and "Reservation Status" boxes have to be made by using of special revalidation sticker of CSA.

The revalidation sticker of CSA contains the boxes "Via Carrier", "Flight Number", "Date", "Time" and "Reservation Status". The name of CSA is printed in the background of the sticker.

The sticker has to be filled out before being affixed to the respective flight coupon. The sticker must be authenticated by the employee effecting the changes by means of a validation or other official stamp which clearly identifies the office issuing the sticker.

Before the sticker is placed on the applicable flight coupon where the entries are altered, a line has to be drawn through the applicable entries on all coupons of the ticket.

Important - A revalidation sticker shall not be used in place of an endorsement when this is required. It is the responsibility of the carrier using the sticker to obtain such endorsement.

Note - Sales Agents appointed by CSA may use revalidation sticker of CSA provided they cut off the "Carrier" column of the sticker before its use.

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Reticketing

If the changes requested by the passenger can be covered only by reticketing, then:

- 1) flight coupons must be issued only for the remainder of the journey to be performed according to the revised routing, i.e. from point where rerouting of ticket takes place to final destination.

Withdrawn flight coupons of the ticket(s) altered have to be attached to the Auditor's coupon(s) of the new ticket(s);

- 2) respective entries must be made in the appropriate boxes of the new ticket(s). When voluntary rerouting is effected, the completion of individual boxes will be as follows:

- a) Origin - the place of origin indicated in the withdrawn ticket(s) is also mentioned in the new ticket(s).
- b) Destination - the place of destination according to the new routing shall be inserted.
- c) From/To - Carrier - Fare (calculation - Fare -
these boxes show routing, carrier(s) and fares in respect of the entire journey, i.e. that already completed and also that to be completed.
- d) Equivalent amount paid
 - i) If the value of the new ticket is the same as the value of the ticket(s) altered, the equivalent amount paid mentioned on the original ticket, must be repeated on the new ticket(s).
 - ii) If the value of the new ticket is higher than the value of the ticket(s) altered, the equivalent amount paid mentioned on the original ticket, must be brought forward, to the new ticket, and in addition the difference in fare (currency and amount) indicated.
 - iii) If the value of the new ticket is lower than the value of the ticket(s) altered, the amount of the new lower fare must be converted into the currency of the original equivalent amount paid and this sum inserted into the "Equivalent amount paid" box of the new ticket(s).
- e) Tax - Entries on the original ticket must be brought forward to the new ticket.
- f) Form of payment - Entries on the original ticket are copied on the new ticket.

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Reticketing

In case of additional payment, the respective abbreviation for the form of payment must be mentioned.

- g) Good for passage from/to - only the stretches of the new routing are indicated whereby the first stretch begins at the point where the change in routing commences.
- h) Valid until - if the fare applied in the original journey, has the same validity as the fare for the rerouted portions of the journey, the validity date shall be brought forward to the new ticket(s).
When the validity of the new fare for the rerouted portions of the journey is different from the validity of the fare applied in the original ticket, the validity date must be reckoned from the day after the date of commencement of the original journey.
- i) Conjunction tickets - the form and serial number(s) of the original ticket(s) wholly or partly used, and, when applicable, the form and serial number(s) of all new ticket(s) issued shall be entered.
- j) Issued in exchange for - coupon, form and serial numbers of withdrawn ticket(s) shall be inserted.
- k) Date and place of original issue -
date and place of issue of original ticket(s) or exchange order shall be inserted. If the "Date and place of original issue" box of the old ticket already contains entries about previous reissue, then these entries shall be brought forward to the new ticket(s).
- l) Fare basis - the fare basis indicator ("O", "R" or "C") according to the type of fare used for the entire journey including sectors already flown and those to be flown, shall be mentioned. In addition, the abbreviation of the special type of fare or discount, if applicable, shall be inserted.
- m) If any remarks, stamps or restrictions appear on the original ticket(s) which will be applicable also to the new ticket(s), they must be repeated in the appropriate boxes or space of the new document(s).

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PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS

Babies and Children

Discount for Children under 2 years of Age (Babies or Infants)

One child under two years of age is carried at 10% of the adult fare provided he will not occupy individual seat. Only one such child accompanying each passenger paying the adult fare shall be carried at such 10% fare.

If individual seat for the child is requested, or if the child is to be carried in excess of the one accompanied by a passenger paying the adult fare, the charge for his transportation will be the same as for the child between 2 and 12 years.

Exceptions:

1. No charge need be assessed when the origin, destination and entire transportation are wholly within the area comprised of Alaska, Canada, Cuba, Dominican Republic, Haiti, Jamaica, Puerto Rico, Mexico, Nassau, and the continental U.S.A.
2. For carriage between:
 - a) any point within the area defined in sub-paragraph (1), and
 - b) any point in Central America, South America, Islands of the Caribbean Sea and the West Indies not specified in sub-paragraph (1),

the fare is 10% of the adult fare between Miami, on the one hand and points in sub-paragraph 2b), on the other hand, whether or not the carriage is via Miami; provided that such fares do not exceed 10% of the adult fare from the point of origin to the point of destination via the route of travel.

3. When any portion of the carriage between points in sub-paragraph 1) is via or through any point defined in sub-paragraph 2b), the fare shall be determined and assessed in accordance with the provisions of sub-paragraph 2).
4. For carriage between Bermuda, on the one hand and points in Canada, United States and Mexico on the other, the fare is 10% of the applicable adult fare between Bermuda and New York.
5. For trans-Atlantic carriage between points in sub-paragraph 1) above on the one hand and points in Area 2 or 3 on the other, the fare is 10% of the applicable adult fare between Boston or Montreal as the case may be and the point in Area 2 or 3, whether or not transportation is via Montreal or Boston; except that when travel is between a point in Canada east of Montreal and a point in Area 2 or 3, the fare is 10% of the applicable adult fare between Gander and the point in Area 2 or 3.
6. For trans-Pacific carriage between points within the area defined in sub-paragraph 1) on the one hand and points in Area 2 or 3 on the other, the fare

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REDUCTIONS

Infants and Children

Is 10% of the applicable adult fare between San Francisco and the point in Area 2 or 3 regardless of whether or not transportation is via San Francisco.

Discount for Children between 2 and 12 Years of Age

Following categories of children are carried at 50% of the adult fare:

1. children who have reached their second birthday but have not yet reached their twelfth birthday;
2. Infants under two years of age occupying individual seats;
3. Infants under two years of age in excess of the one accompanying a passenger paying the adult fare.

Free Baggage Allowance

1. Children for whom the fare is 10% of the adult fare (or less than 50% of the adult fare) shall be granted no free baggage allowance.
2. Children for whom the fare is 50% of the adult fare are allowed the full adult free baggage allowance.

Excess Baggage Charges

Excess baggage charges for all categories of children are assessed at the full rate as for adults.

Calculation of Fare

1. The age limits setting down the applicability of discount shall be taken as of the date of commencement of the outward journey. After its commencement, the child's ticket may be used at the reduced fare within its validity, even when the age limit is reached after the commencement of the journey.
2. The term "adult fare" as used herein includes any published normal or special adult fare.
3. Where a through journey consists of a combination of an international service and a domestic air service, for which the fares either are not subject to any reductions for infants or children or are subject to a different rate of reduction, then the fare for the entire journey shall be the sum of the applicable infant or child fare for the international air service and the adult fare for the domestic air service, less the reductions, if any, applicable to infants or children.

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REDUCTIONS
Babies and Children

Note: In order to establish the exact age of the infant or child, it is necessary to verify this age with respect to the date of commencement of journey in the child's or parent's travel documents (passport etc.).

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REDUCTIONS

Group travel

General

Each member of a party consisting of a given number of passengers travelling between certain specified points is allowed a special group travel reduction provided the conditions specified below are complied with.

Applicability of Reduction

| Area of travel | Number of adult members | Extent of reduction | Advertising and sales limited to |
|--|-------------------------|---------------------|--|
| Wholly within Europe (for definition of Europe see "IATA Conference Areas") or between points in Europe and Tripoli or Benghazi | 10 - 14 15 and more | 5% 10% | Europe, excl. Tripoli or Benghazi |
| Between Europe and the Middle East excluding Israel | 10 - 14 15 and more | 5% 10% | Europe and the Middle East, excluding Israel |
| Wholly within the area comprised of the Middle East (for definition of Middle East see "IATA Conference Areas"), Libya and Tunisia | 15 and more | 10% | country of commencement of travel |
| Wholly within: Federation of Rhodesia and Nyasaland, Union of South Africa & South West Africa, Madagascar, Reunion, Mauritius, British East Africa and the Eastern Belgian Congo (Stanleyville, Usumbura, Bukavu, Elizabethville), or wholly within: French West Africa, Gambia, Portuguese Guinea, Sierra Leone, Liberia, Ghana, Togo, Nigeria | 15 and more | 10% | country of commencement of travel |

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REDUCTIONS

Group travel

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| <p>Wholly within the area comprised of New Caledonia, Fiji Island, Samoa, Tonga, Cook Islands, Tahiti and New Zealand</p> <p><u>or</u></p> <p>between New Zealand and Australia</p> <p><u>or</u></p> <p>Within the areas comprised of the Federation of Malaya, Singapore, North Borneo, Sarawak, Brunel, Indonesia, Thailand and Indo-China and between the Philippines and Indonesia</p> | 10 or more | 10% | country of commencement of travel |
| <p>Wholly within Continental South America <u>excluding Panama</u></p> | 10 - 14 15 and more | 5% 10% | Continental South America excluding Panama |

The above reduction applies to one-way, round or circle trip tickets at the applicable normal first, tourist or "B" class fare.

This reduction is applicable to special fares only if expressly authorized and noted in the respective tariff manual. For group travel between Europe and the Middle East (excluding Israel), the reduction may be also allowed on creative or IT fare, but not on special creative or other discounted fares unless expressly permitted.

Group travel reduction shall not be granted, if any of following discounted fares has been already allowed to all or some of the members of the groups

1. Inclusive tour - additional commission or reduction (for exception see travel between Europe and the Middle East excluding Israel);
2. tour conductor reductions;
3. student reduction

The group travel fare may not be combined with any other fare. Through bookings which would be combination of group travel fare and any other fare to which this reduction does not apply, are not allowed.

Advertising and sales of transportation at group travel reduction including issuance of exchange orders and issue ofres (Prepaid Ticket Advices) is limited to the countries indicated above in the survey where the reduction is applicable.

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ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS

Group travel

Group

It is required that all members of the group have "in bona fide" a common interest in travelling together which is other than that qualifying them for reduction.

For the purposes of determining the number of passengers in the group, two children at 50% of adult fare will be counted as one passenger.

Common transportation

1. All members of the group have to travel from the point of origin by the same routing to the same destination and pay the same full fare.

2. All members of the group have to commence transportation on the same airplane and travel together to:

- a) destination, if holding one-way tickets;
- b) point of turn-around, if holding round trip tickets;
- c) first point of stopover, if holding circle trip tickets.

3. If, however, due to lack of seats or other operating conditions, the passengers cannot commence transportation on one aircraft, the carrier may transport the members of the group separately via its own and/or another carrier's services.

4. Individual members of the group may travel by different routings subsequent to the point to which travel must be made as a complete group. This facility applies only to group travels:

- a) wholly within Europe or between points in Europe and Tripoli and Benghazi and,
- b) wholly within Continental South America excluding Panama,
- c) between Europe and the Middle East excluding Israel.

Application

A person other than a Sales Agent being in charge of transportation arrangements for the group has to submit written application to the office issuing the ticket containing following details:

- 1. full description of the travel desired, including place of origin, routing, and place of destination;
- 2. number and names of passengers;
- 3. date of commencement of carriage;

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PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS Group travel

- 1. Name and address of the person being in charge of transportation arrangements;
- 2. Purpose of the journey.

If the application qualifies granting of group travel reduction, the issuing office confirms to the person in charge of the transportation arrangements its approval and the respective tickets may be issued. Written application must be attached to the Auditor's coupon of the first ticket issued for the group.

It is required that the person responsible for the travel arrangements of the group pays for the tickets of all members of the group.

Stopovers

Stopovers are permitted in accordance with normal rules.

Reroutings

- 1. The usual rerouting procedure applies to members of the group as a whole and not individually.
- 2. Individual members may travel by different routings subsequent to the point to which travel was made as a complete group, if no change in fare is involved.

This facility applies to:

- a) wholly within Europe or between points in Europe and Tripoli and Benghazi;
- b) wholly within Continental North America excluding Panama;
- c) between Europe and the Middle East excluding Israel.

Refunds

Voluntary refunds will be made only upon the direction of the person responsible for the transportation arrangements of the group. In case of voluntary cancellation, no refund will be made which results in a group of less than the required number of passengers obtaining transportation at less than the applicable fare. In general, normal refund procedures apply.

Free baggage allowance

Normal free baggage allowance rules apply in accordance with the class of service paid.

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PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS

Group travel

Entries in tickets

"Fare" box - enter reduced fare according to the percentage of discount

"Fare Class/Basis" box - (to the left of the "NOT TRANSFERABLE" box) -
enter type of journey followed by "GT" and number of
passengers in the group, e.g. "C/GT 16".

Notes:

Serial numbers of tickets issued for the group shall follow in numerical
sequence.

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ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS

Student fares

General

School children and students are entitled to special reduction from the normal fare provided they travel between certain points and comply with the requirements given below.

Definitions

Following definitions are used to determine the qualification of the school child or student for obtaining the special reductions:

1. "Student" means a person who at the time of commencement of travel has reached his 12th, but not yet his 25th birthday, and who is enrolled in a full time course for a school year at an educational establishment.
2. "Educational establishment" means a primary or secondary school, college or university offering full time educational, vocational or technical courses for a school year. An "educational establishment" shall not be regarded a commercial office, industrial or military establishment or a hospital at which a student is serving in apprenticeship unless such apprenticeship is part of the school curriculum of the educational establishment at which the student is enrolled.
3. "School year" means a period of 12 consecutive months less whatever interruptions for vacations are normally granted by the educational establishment at which the student is enrolled, where the official scholastic year is less than 12 months. "School year" shall mean not less than a 6 months period less whatever interruptions for vacations are normally granted at the educational establishment at which the student is enrolled.
4. "Guardian" is a legal guardian or a person acting in lieu of parents in event of death or legal incapacity of parents.
5. "Residence" means a stay involving a certain element of permanency over and above mere physical presence in a country.

Travel conditions

Student reduction is available to school child or student only for travels:

1. from his country of residence to an educational establishment abroad at which he is enrolled as a student and return;
 2. from an educational establishment abroad at which he is enrolled as a student to his country of residence and return;
 3. from an educational establishment at which he is enrolled as a student to rejoin or visit his parent(s) or guardian(s) resident in another country and return.
- Student reduction is normally granted on return fare only. For exceptions see Table of reductions below.

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ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS

Student fares

Notes

Visits or tours to educational establishments other than the educational establishment at which the student is enrolled shall not be considered to qualify for the student reduction.

Reduction

If all conditions relating to the student reduction are complied with (including properly executed and submitted certificate), the school child or student may be granted following reduction:

IATA TRAFFIC CONFERENCE 2

| Area of travel | Reduction | Applicable fare |
|--|-----------|--|
| Within IATA Traffic Conference 2 other than specified below | 25% | Applicable normal tourist/emergency or first class round trip fare + SEE NOTE! |
| Wholly between the United Kingdom and Ireland | 33 1/3% | Applicable normal tourist or first class round trip fare |
| Wholly within the area comprised of British East Africa, Federation of Rhodesia and Nyasaland, Angola, Republic of the Congo (former Belgian Congo), Union of South Africa, South West Africa and Mozambique | 50% | Sum of the normal tourist or first class one-way fares for the outward and inward journeys |
| Within the area comprised of the Middle East, Libya and Tunisia | 50% | Applicable first or tourist class one-way fares for the outward and inward journeys |

Notes

The word "emergency" should read "tourist" with respect to lower class of fare when travel is effected:

- within Europe, or
- within Africa, or

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PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS

Student fares

- e) within Middle East, or
- d) between Europe and the Middle East, or
- c) between Europe and that portion of Africa north of a line through and excluding Dakar and Entebbe, or
- f) between Africa and the Middle East

For explanation of the terms "Europe" and "Middle East", see section A.4.1.-

IATA TRAFFIC CONFERENCE 3

| Area of travel | Reduction | Applicable fare |
|---|-----------|---|
| Within IATA Traffic Conference 3 <u>other</u> than specified below | 25% | Applicable <u>normal economy</u> ⁺ or <u>first class round trip</u> fare |
| Between points in India or Pakistan on the one hand and other points in Traffic Conference 3 on the other | 25% | Applicable <u>normal economy</u> ⁺ or <u>first class one-way</u> fare |

*) the word "economy" should read either "tourist" or "economy" with respect to the lower class of fare, for the following routes:

Tokyo-Seoul

"- Okinawa

"- Taipei

"- Hong Kong

"- Manila

"- Bangkok

Tokyo-Singapore

Singapore-Djakarta

"- Bangkok

"- Federation of Malaya

Penang-Bangkok

"- Medan

BETWEEN IATA TRAFFIC CONFERENCES 1 and 2

| Area of travel | Reduction | Applicable fare |
|---|-----------|--|
| Across the South Atlantic | 25% | Applicable <u>normal first class</u> or <u>tourist class round trip</u> fare |
| Across the Mid-Atlantic (discount is allowed <u>only to or from</u> points in South and Central America, Mexico, Bermuda and the Islands in the Caribbean | 25% | Applicable <u>economy class round trip</u> fare |

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PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS STUDENT FARE

BETWEEN TWO TRAFFIC CONFERENCES 2 AND 3

| Kind of Travel | Reduction | Applicable fare |
|--|-----------|--|
| Between points in traffic Conference 2 on the same hand and points in traffic Conference 3 on the other (other travel than direct or direct) | 50% | Applicable normal economy or first class round trip fare |
| Between points in traffic Conference 2 on the same hand, and points in traffic Conference 3 on the other | 50% | Applicable normal economy or first class one-way fare |

Traveling conditions

1. When the nearest available airport or heliport is located in an assigned country, the student may embark or disembark at that airport or heliport provided that the points to and from which the student is travelling are both within the same country, when the reduction is applicable.

2. Students are not permitted, in connecting points, the student shall use the nearest available flight of the connecting carrier performing direct carriage. If the carriage in other direction consists of two or more sectors of flight, the student shall use each sector and be notified for and confirmed before the carriage of the connecting carrier.

3. When, on either the outward or return journey, a student, because of the necessity of work within a reasonable time of the date of intended travel is prevented from traveling by an air routing which is different from that used on the outward or return journey in the opposite direction but is between the same points, and for which the normal air fare through connecting fare is greater, he may be permitted to travel as a student at a reduced fare calculated in the manner which would be applicable to a "through" fare. When the word "round trip" was used in the "fare only",

Conditions of fare

The student fare shall not be combined with any other fare and student fare tickets shall not be valid for any purpose other than the use of surface tickets except for the purpose of inspection.

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~~CSA~~ *ČESKOSLOVENSKÉ AEROLINIE*

PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS

Student Fares

Certificate

Prior to issuing a ticket for student fare, the issuing carrier shall obtain from the student the official certificate duly completed, signed and stamped as provided therein. Standard form of the certificate set down by IATA is given hereafter. Whenever possible, the certificate on the form of CSA shall be used containing all data of the standard IATA form.

The issuing office is fully responsible for determining the qualification of the student for obtaining the reduction. Only complete certificates containing data in full accordance with the conditions for granting of student reduction, shall be accepted.

Certificate shall be attached to the Auditor's coupon of the ticket and retained in the files of the issuing carrier for at least two years from the date of commencement of the student's travel. In cases of Prepaid Ticket Advices, when the selling office advises the ticketing office that it has obtained the required certificate, the selling carrier shall retain such certificate in its files for at least two years from the date of commencement of the student's travel.

Cancellations and refunds

Student fare tickets are subject to normal cancellation (voluntary or involuntary) and refund procedures.

No action shall be taken which in the case of voluntary cancellation results in the student obtaining one-way transportation at less than the normal through one-way fare for the class of service used.

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ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

SECTION 1
Student fares

General conditions

Normal free baggage allowance for the class of service used and normal excess rates of rates apply.

Validity of ticket

Normal validity applies to student fare tickets. The outward journey has to commence on or about the date shown in the certificate. It is, therefore, not permitted to issue "open date" ticket for the outward portion of the journey. If change of original reservation for outward portion of the journey is made on request of the passenger for a later date it must be ensured by checking the data in student's passport that the trip commences before student's 25th birthday.

Entries in tickets

"Fare" box - enter reduced fare actually collected

"Fare Class/Basis" box (To the left of the "NON TRANSFERABLE" box) - enter type of journey followed by "SD", i.e. "R/SD".

If more than one flight coupon has to be issued for outward and/or inward journey, each of such flight coupons will be marked "STOPOVER NOT PERMITTED" in the "ENDORSEMENTS" box.

Special procedure

When a student is required to pay full normal fare because at the time the ticket was issued a certificate could not be obtained, retroactive refund (difference between the normal fare and student fare) is permissible provided the following conditions are complied with:

1. A written application for the student discount has to be submitted to the issuing office before commencement of travel (to be filed at ticket issuing office), and
2. all coupons for the transportation used have to be clearly marked "STUDENT APPLICANT" in the "Endorsements" box, and
3. apart from the certificate all other conditions of this reduction have to be complied with, and
4. a valid certificate in accordance with para "CERTIFICATE" above and specifying the date of enrolment of the applicant has to be obtained by the issuing carrier's office within three months after the date of commencement of travel.

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DEALERS IN THE MIDDLE EAST

between Cairo and Aden, Baghdad, Charan, Jeddah, Kuwait, Benghazi, Tripoli, or Tunis

if following conditions are complied with:

1. tickets for such travel are issued only upon presentation of a certificate or letter of the school where the teacher is employed stating the teacher's nationality and place of employment;
2. normal free baggage allowances and excess baggage rates apply;
3. normal cancellation and refund procedures apply. In the case of voluntary cancellation the passenger shall not obtain one-way transportation at less than the above discounted through one-way fare for the class of service used; and
4. stopovers are not permitted.

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ČESKOSLOVENSKÉ AEROLINIE

FARE BOOK AND FREIGHT REGULATION

REDUCTIONS
Certificate for Students Fares

This is to certify that this educational establishment is a primary or secondary school, college or university offering full time educational, vocational or technical courses and that, to the best of my knowledge

..... (name of student)

1. wishes to travel by air between and and return, the outward journey being on or about 196 ..
The full address of the residence, (see note (a) of either the student or the student's parent(s) or guardian (see note (b)), to or from which the student is proceeding is
2. is enrolled at this establishment for a full time course of at least one school year (see note (c)).
3. will not have reached the age of 26 years on the date the outward journey is to commence.

Full name and address of
educational establishment
.....
.....

Signature and title of principal
.....
.....
Official stamp to be impressed
here. (See note (d)).

Notes

- (a) "Residence" means a stay involving a certain element of permanency over and above mere physical presence in a country.
- (b) "Guardian" means a legal guardian or a person acting in lieu of parents in the event of death or legal incapacity of parents.
- (c) "School Year" means a period of 12 consecutive months less whatever interruptions for vacations are normally granted by the educational establishment at which the student is enrolled; provided that where the official scholastic year is less than 12 months, "School Year" shall mean not less than a 6 months period less whatever interruptions for vacations are normally granted at the educational establishment at which the student is enrolled.
- (d) Where no official stamp is available the certificate must be accompanied by a sheet of the educational establishment, a official stationery bearing the signature of the person executing the certificate.

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CSA**ČESKOSLOVENSKÉ AEROLINIE**

PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS

Inclusive Tour Groups Europe - Far East

General

Special Inclusive tour group fare is available to passengers if the conditions specified below are complied with.

Area of travel and class of service

Special "IT" group fare applies to tours from Europe to India, Pakistan, Ceylon and Nepal and return and if travel is effected on tourist/economy class flights.

Number of passengers

The special fare is available only to such tours which consist of at least six passengers for each of whom the full discounted fare is paid. For this purpose, two children for each of whom one-half the normal applicable fare is paid shall be counted as one passenger.

Common travel

All members of the group have to travel together on the same aircraft throughout the tour. If the lack of seating accommodation or other operating conditions prevent the passengers from travelling together, the carrier may transport some members of the group on its next preceding or succeeding flight on which space is available.

Important - If at any time after the first stopover, the total number of the group members is reduced to less than six because a passenger(s) is prevented from travelling with the group owing to illness and this reason is evidenced by a medical certificate, the group members will be still eligible for the discounted fare. The carrier, designated in the "Via Carrier" box of the unused flight coupon for the first onward carriage shall:

1. extend the validity of the unused flight coupons, and
2. arrange for such passenger's onward carriage via the routing and the carriers indicated in the unused flight coupons at the discounted fare, or reroute the passenger according to his choice at the normal applicable fare.

Total price of Inclusive Tour

Total price of the tour per passenger, including air transportation, hotel accommodation and other facilities and other attractions shall not be less than 120% of the normal applicable tourist class round or circle trip air fare.

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CSA**ČESKOSLOVENSKÉ AEROLINIE**

PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS
Inclusive Tour Groups Europe-Far EastExtent of reduction

The reduction granted on air transportation of Inclusive tour groups is 22% of the normal applicable tourist/economy class round or circle trip fare.

Children

The reduction for children does not apply to these "IT" group fares.

Tour conductors

If "IT" group has at least 10 or 15 passengers, the respective tour conductor reduction may be also granted under appropriate conditions but such tour conductor discount applies only to the normal applicable fare.

Validity

Maximum validity of the inclusive tour tickets is 35 days and the entire journey has to be completed within this period.

Duration of the inclusive tour from date of commencement of the outward journey to date of completion of homeward journey has to be at least 14 days.

Exception - Where the return portion of the ticket would expire on a date when no scheduled flight is operated by the carrier named in the "Via Carrier" box of the unused flight coupon for the first onward carriage, the validity of the ticket may be extended until the next scheduled flight of such carrier.

Baggage

Normal free baggage allowance and normal excess baggage rates are applicable.

Stopovers

Stopovers en route are permitted.

Reservation of seats

If passengers in the group hold reservations of seats made more than 30 days prior to date of departure, respective tickets have to be issued to the group and applicable fares collected at least 30 days before departure.

If sale is made 30 days or less before departure, tickets have to be issued and full payment made within 48 hours after the respective reservations have been

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~~CSA~~**CESKOSLOVENSKÉ AEROLINIE****PASSENGER AND FREIGHT REGULATIONS****REDUCTIONS**

Inclusive Tour Groups Europe - Far East

confirmed.

Cancellations and refunds

Normal rules apply to cancellations and refunds.

In case of voluntary cancellation, no refund may be made which would result in a group of less than six passengers obtaining transportation at less than the applicable normal fare.

Combination with other fares

This special "IT" group fare shall not be combined with any other fares except domestic fares and fares within the area comprised of India, Pakistan, Ceylon and Nepal.

Advertising and sales

Advertising and sales of special "IT" group fares including issuance of exchange orders, miscellaneous charges orders and prepaid ticket advices (issue-wires) is limited to Europe.

Common conditions for Inclusive Tours

Inclusive Tours sold under the conditions herein are governed by all rules relating to advertising and sales of normal Inclusive Tours as far as they do not differ from the conditions given above.

Entries in tickets

The "Ticket designator" box of all tickets issued to "IT" groups will contain following entries:

- a) "W" or "C" (as applicable)
- b) "GT"
- c) "IT"
- d) code number of the inclusive tour
- e) number of passengers in the group

Example - "W/GT/IT/02/11".

The "Fare Calculation", "Fare", "Amount paid", "Tax" and "Total" boxes will remain blank, i.e. no fare will be shown in these boxes.

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CSA**CISKOSIYENSKIE AEROLINII**

Special reduction for ships' crews Europe-Far East

General

Special reduction is available to groups of ships' crews for one-way travel between Europe and particular points or countries in the Far East under the conditions specified below.

Area of travel

Special reduction is available for one-way travel:

- between Europe on the one hand and Tokyo, Hong Kong, Bangkok, Manila, Singapore and Djakarta on the other;
 - between Europe on the one hand and India, Pakistan and Ceylon on the other hand.
- Note: Above travel must not be effected via Traffic Conference I.

Class of service

Travel of the ships' crews group has to be effected in the tourist/economy class. See also "Composition of the group" below.

Number of passengers

- If the group travels between Europe on the one hand and Tokyo, Hong Kong, Bangkok, Manila, Singapore and Djakarta on the other, the reduction may be granted to groups of at least 15 passengers.
- If the group travels between Europe on the one hand and India, Pakistan and Ceylon on the other, the reduction may be granted to groups of at least 20 passengers.

Composition of the group

The group has to consist of crew members of one vessel or one steamship company. Members of the crew travelling in first class may be exempted in order to determine the aggregate number in the group but will pay the first class fare.

Common travel

It is required that all members of the group common transportation on the same airplane and travel together to the same place of destination.

Reroutings

Reroutings may be effected only when they apply to members of the group as a whole and not individually, and if other conditions for availability of this reduction are complied with (e.g. area of travel, class of service etc.).

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Number of passengers:

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REDUCTIONS

GROUP TRAVEL FOR SHIPS' CREWS - FARE-FAVORABLE

Extent of reduction

- If travel is effected between Europe on the one hand and Tokyo/Hong Kong/Bangkok/Manila/Singapore/Djakarta, the reduction equals 30% of the normal one-way tourist/economy class fare;
- If travel is effected between Europe and India/Pakistan/Ceylon, the reduction is 45% of the normal one-way tourist/economy class fare.

Application

Prior to issuance of tickets the shipping company concerned or its agent has to submit a written application containing full description of the transportation required including place of origin, place of destination, number and names of passengers, name of the vessel and company and date of commencement of the transportation.

Payment

Payment for the tickets of all members of the group has to be made by the shipping company concerned or its agent.

Free baggage

Free baggage allowance is exceptionally 30 kg per passenger.

Voluntary refunds and cancellations

Voluntary refunds may be made only to, or at the discretion of, the shipping company concerned or its agent.
No refund may be made in connection with voluntary cancellation which would result in a group of less than 15 passengers (not less than 20 passengers according to area of travel) obtaining transportation at less than the applicable normal fare.

Combination with other fares

The ships' crews reduced fare may not be combined with any other published fare (except domestic fares).

Through bookings which would comprise combination of ships' crews reduced fare with any other fare (except domestic fares) are not permitted.

Entries in tickets

The reduced fare is shown in the appropriate fare boxes.

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PASSENGER AND FREIGHT REGULATIONS

REDUCTIONS

Group travel for ships' crews Europe-Far East

The "ticket designator" box contains:

1. type of journey - "0"
2. abbreviation " - "GT"
3. number of members in the group, e.g. "0/GT/22".

Serial numbers of tickets issued for the group have to follow in numerical sequence.

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ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

BAGGAGE

General Rules

Baggage of passenger accepted for carriage by air may only include such articles, effects and other personal property of the passenger as are necessary or appropriate for wear, use, comfort or convenience in connection with his trip.

Baggage of heavy weight or of extraordinary dimensions can be carried only after prior consent of the carrier(s) concerned. Carriage of baggage containing dangerous, fragile or other unsuitable articles or materials is subject to limitations or prohibitions (see also "Restricted Articles" below).

Cameras

The regulations of many countries do not allow use of cameras during the flight or at airports. The board or station personnel shall inform in such case the passengers whether their cameras have to be packed in their registered baggage or handed over to the steward aboard.

Firearms

Firearms (unloaded) may be carried only if packed in the checked baggage (i.e. stowed in baggage compartment) provided the licence of the respective authorities for export, import or transit of firearms is granted before departure.

Restricted Articles

Following articles shall not be carried without express consent of the carrier and if all conditions relating to such carriage are complied with:

- a) Compressed gases (flammable, non-flammable and poisonous)
- b) Corrosives (such as acids, wet batteries)
- c) Explosives, munitions, fireworks and articles which are easily ignited
- d) Flammable liquids and solids (such as matches, lighter fuels, rubbing alcohol)
- e) Oxidizing materials
- f) Poisons
- g) Radioactive materials
- h) Other restricted articles (mercury, magnetic material, offensive or irritating materials)

Special written declaration of the passenger will be required.

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PASSENGER AND FREIGHT REGULATIONS

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General Rules

Kinds of baggage

Baggage will be divided into two categories:

1) Checked baggage (registered baggage) - is weighed and carried in baggage or freight compartment. Each piece of checked baggage is labelled with baggage tag and passenger has no access to it during the flight.

Following items will not be accepted as checked baggage:

fragile or perishable articles, money, jewellery, silverware, negotiable papers, securities or other valuables, business documents or samples. They must always be in passenger's own custody and are carried as unchecked baggage (see under (2)).

2) Unchecked baggage (cabin baggage) - is weighed and carried in passenger cabin under supervision and responsibility of the passenger. The quantity of cabin baggage should be limited as much as possible in order not to inconvenience or endanger the passengers in the cabin. Cabin baggage must, therefore, include merely small boxes or travelling bags containing personal effects indispensable during the flight or valuable or fragile articles mentioned above under (1).

Cabin baggage will be labelled with "CABIN" tag and its weight marked on the cabin tag.

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PASSENGER AND FREIGHT REGULATIONS

BAGGAGE Free and Excess Baggage

Free Baggage Allowance

Free baggage allowance depends on the tariff class paid on the portion of question.

All passengers, except children carried at 10% of adult fare, are entitled to the baggage allowance of:

- 1) 30 kgs on all sectors of journey where first class fare has been paid;
- 2) 20 kgs on all sectors of journey where tourist or economy class fare has been paid;
- 3) 30 kgs on the sectors of journey where "B" class fare has been paid; where journey is made partly on tourist class and partly on "B" class services at the through tourist fare, the free baggage allowance for the entire journey is 20 kgs.

Exceptions:

1. For journeys wholly within Denmark, Norway, Sweden and Finland (except from and to Helsinki), the free baggage allowance is 20 kgs, whether a first or tourist fare is paid.
2. Emigrants travelling at emigrants fares (if applicable) are entitled to 30 kgs free baggage allowance.
3. Members of ships' crews travelling between Europe and Far East on tourist class flights (see "Reductions") are entitled to 30 kg free baggage allowance.

In addition to free baggage allowance, following articles may be carried free of charge (does not apply to children at 10% of fare) if taken by passenger into the cabin of aircraft:

- a) a lady's handbag or lady's pocketbook;
- b) an overcoat or wrap;
- c) a foot rug;
- d) an umbrella or walking stick;
- e) a small camera and/or a pair of binoculars;
- f) a reasonable amount of reading matter for the flight;
- g) infant's food for consumption in flight;
- h) infant's carrying baskets; and
- i) a fully collapsible invalid's wheel chair and/or a pair of crutches (only when the passenger is dependent upon them).

Notes:

Any other articles including overnight bags, briefcases, typewriters, personal radios, ladies' vanity or cosmetic cases, hat boxes, large sized cameras and reading matter which cannot reasonably be read during the flight shall not be carried free.

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PASSENGER AND FREIGHT REGULATIONS

B A G G A G E
Free and Excess Baggage

In addition to the free allowance.

Pooling of baggage

When two or more passengers, travelling as one party to a common destination or point of stopover by the same flight, present themselves and their baggage for travelling at the same time and place, they are permitted a total free baggage allowance equal to the combination of their individual free baggage allowances.

For entries in tickets, see "Passenger Ticket - Pooling of Baggage".

Excess Baggage

Baggage in excess of the free baggage allowance; regardless of the class of fare paid is charged as follows:

per kilogram at the rate of 1% of the normal first class through adult one-way fare (if different fares exist for jet and propeller aircraft, the fare for the propeller aircraft shall be used) in effect on the date of issuance of the excess baggage ticket.

Fractions of a half-kilo are charged for the next higher half-kilo.

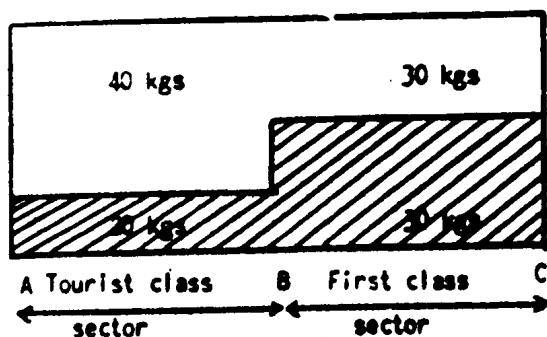
If the free baggage varies, e.g., part of journey is flown on first class and part on tourist class, the chargeable weight differs for the two classes.

In this case, the excess baggage charge is calculated by adding:

- the charge, at the applicable rate for the total journey, on the excess weight after deduction of the first class free baggage allowance (30 kgs); and
- the charge for 10 kilos at the applicable rate for the tourist sectors only.

Example:

Total baggage weight is 60 kgs



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ČESKOSLOVENSKÉ AIRLINIE

PASSENGER AND FREIGHT REGULATIONS

BAGGAGE

Free and Excess Baggage

Calculation of excess baggage charge from A to C:

30 kgs at 1% of first class fare A - B - C (through rate)

10 kgs at 1% of first class fare A - B

Collection

The excess baggage charges have to be collected before the journey has commenced, from the point of origin to the next stopover or to the point of destination, as the case may be, and the respective type of excess baggage ticket must be issued.

Unaccompanied baggage

For details of carriage of unaccompanied baggage, see part C - carriage of goods.

- END -

PASSENGER AND FREIGHT REGULATIONS

BAGGAGE

Excess Baggage Ticket

The excess baggage ticket is issued only when excess baggage charges are to be collected.

Composition

The excess baggage ticket consists of a number of coupons and a back cover. The order in which these coupons appear and their colours are as follows:

- a) Auditor's Coupon (gray), to be lifted upon completion of the ticket and attached to sales report;
- b) Flight Coupon(s) (blue). Their number varies from one to four according to the type of ticket.
Separate flight coupon must be provided for each change of carrier and for each portion of a journey where either a change of flight or stopover is involved.
- c) Passenger Coupon (white), which is inside back cover. After the journey has been completed it remains in passenger's possession.

CSA issued three types of excess baggage tickets:

- 1) one - flight - coupon ticket - form 0643,
- 2) two - flight - coupon ticket - form 0645,
- 3) four - flight - coupon ticket - form 0648.

If a type of ticket is used containing more coupons than are required, all superfluous boxes in the "From/To" and "Carrier" column have to be voided by insertion of the word "VOID" and unused flight coupons lifted and attached to the respective auditor's coupon.

Completion

The following boxes in the left upper part of the coupons all bear no entries and a line shall be drawn across the respective spaces:

"Declared Value", "Valuation Charge on Above Declared Value", "Previously Pd. Val. Chge." and "Balance of Val. Chge."

This is due to the fact that CSA does not accept declaration of value for baggage.

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PASSENGER AND FREIGHT REGULATIONS

BAGGAGE

Excess Baggage Ticket

Total Weight

The total weight of baggage in kgs must be entered. This weight has to be the same as the total of the weights entered in the boxes marked "Checked Wt." and "Unck'd kgs" on the passenger ticket.

Free Allowance and previously Pd. Exc. Wt.

The applicable free baggage allowance in kgs is to be mentioned in this box. Where journey is made partly on first class and partly on tourist/economy class, both allowances must be entered whereby the allowance for the first class (30) is shown first, being followed by the allowance for the tourist/economy class (20).

Any excess weight previously paid for must be added to the applicable free allowance.

Excess Weight

The difference of weights shown in the boxes "Total Weight" and "Free Allowance" has to be entered. If different tariff classes are used, excess weight both on first class sector(s) and on tourist class sector(s) has to be entered separately.

Excess Wt. Chge

Between "Excess Wt. Chge" and "per Kilo", the through rate per 1 kg of excess baggage is shown; the result obtained in multiplying this rate by the excess baggage weight is entered on the line preceding "Cy".

Where different free baggage allowances are applied, following procedure is used:

- on the "Excess Wt. Chge" line, the rate per kilo based on the first class through fare is entered; this rate will be multiplied by the weight exceeding the first class allowance and result will be shown on the line preceding "Cy";
- immediately below these entries, but above the box "Total Charges", the rate per kilo applicable to the sector(s) where the lower free baggage allowance applies, has to be inserted; this rate will be multiplied by 10 (difference of first and tourist class allowances) and result will be shown immediately below the first result of multiplication.

Total Charges

Entry in this box shows the total of above amount(s) of excess weight charges.

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PASSENGER AND FREIGHT REGULATIONS

SPECIAL PROCEDURES

Carriage of Children

Accompanied children

Children under 12 years of age will be normally accepted for carriage on all flights of CSA provided they are accompanied by the person paying adult fare who is fully capable to take care of the child in question.

Unaccompanied Children - Carriage by CSA

All children under 12 years of age who are not accompanied by a person of more than 12 years, are considered as unaccompanied.

Unaccompanied child will be accepted for carriage on International services of CSA provided the following conditions are complied with:

- 1) the child has to be at least 8 years old at the date of commencement of journey;
- 2) the parents or responsible adult person have to accompany the child to the airport of departure;
- 3) the parents or responsible adult person have to wait the child at the airport of destination;
- 4) CSA may require satisfactory evidence establishing the child's age;
- 5) an Indemnity Form Unaccompanied Child of CSA must be completed and signed in duplicate by parent or responsible person. One copy will be attached to the child's ticket and the other will be retained by the issuing office. Indemnity Forms of CSA are available at any office of CSA.
- 6) only one accompanied child will be carried in one aircraft;
- 7) no responsibility will be assumed by CSA beyond that applicable to adult passenger.

If transportation of unaccompanied child involves the carriage over the lines of other carrier(s) than CSA, the child may be accepted for carriage only after previous consent and arrangement with all carriers concerned.

Normal free baggage allowance and appropriate reduced fare applies to carriage of unaccompanied child.

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PASSENGER AND FREIGHT REGULATIONS

SPECIAL PROCEDURES Carriage of Sick and Invalid Passengers

General

The below given rules concerning sick and invalid passengers refer to such passengers whose conduct, status, age or mental or physical condition requires special assistance or care from some other person.

The invalid or sick passengers may be transported (either sitting or lying on a stretcher) by passenger aircraft of CSA provided a previous request has been made and consent of CSA given in each particular case. If other carriers should also participate in the transportation their consent must be obtained prior to commencement of transportation and all conditions set forth by them complied with.

Special attention must be given to transit passengers because they may require special assistance at the transit points.

Sick or invalid passengers generally need or may ask for more care than normal passengers who consequently will be at a disadvantage. Owing to this fact each particular case has to be well prepared in advance and decision taken as to accept or refuse the passenger.

Passengers having contagious diseases will be always excluded from transportation. In other cases, even when medical certificate confirms ability to travel it depends only on CSA to decide whether the passenger will be accepted for carriage.

Application

The passenger (or other person authorized by him) has to complete and sign in duplicate the "Indemnity Form-Transport of Sick Passenger" on the form of CSA and remit it with medical certificate attached to the nearest office of CSA. The medical certificate must clearly and expressly confirm the ability of the passenger to be carried by aircraft.

By signing this Indemnity Form, the passenger releases CSA or other carriers from any responsibility for any injury or aggravation in the condition of his health including his death.

One copy of the Indemnity Form with medical certificate will be attached by the issuing office to the Auditor's copy of the passenger ticket; other copy, in special envelope, is attached to the ticket.

Applications for reservations

Reservation of seat for sick or invalid passenger has to be done well in advance to enable the carrier to arrange all necessary. Reservation message shall

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Carriage of Sick and Invalid Passengers

contain the remark "sick passenger", "invalid passenger" or "stretcher case" and eventual particulars regarding special measures to be taken.

Stretcher cases

Stretcher has to be applied for in advance. Only when all such arrangements can be ensured, the reservation may be confirmed to the passenger.

Fare

The passenger will pay for the number of seats which he will really occupy. If the passenger is transported on stretcher, the fare will be charged for the number of chairs removed or for the number of chairs the space of which has to be reserved for the stretcher.

If the passenger has to be transported to the airport or from the airport by other means of conveyance than those provided by CSA, the costs thereof will be fully borne by the passenger.

Accompanying persons

If, for the reasons of special medical assistance or care, the sick or invalid passenger is accompanied by other person, such person will be charged for normal fare as any other passenger.

Expectant Mothers

CSA accepts for carriage on its lines expectant mothers till the eighth month of pregnancy included, provided the transportation is terminated before the beginning of the ninth month of pregnancy.

The passenger has to sign the "Indemnity Form - Transport of Sick Passenger" on the form of CSA and attach thereto the medical certificate indicating the degree of pregnancy. The certificate shall also contain the clause confirming good health condition of the passenger and further, that no risk of premature confinement arises in connection with carriage by air.

The completed and signed Indemnity Form will be filed in the Travel Office issuing the ticket.

In no case shall be accepted for transportation expectant mother during the ninth month of her pregnancy.

- END -

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PASSENGER AND FREIGHT REGULATIONS

SPECIAL PROCEDURES
Carriage of Sick and Invalid Passengers

ČESKOSLOVENSKÉ AEROLINIE

INDEMNITY FORM
Transport of Sick Passenger

Name of passenger:
Address of the passenger:
Airport of departure: Airport of destination:
Flight number and date:

The undersigned hereby releases Československé aerolinie (CSA) and/or other carriers, including their personnel and agents from any responsibility for any injury or aggravation in the condition of health of the passenger, even if resulting in his/her death, which might be consequent on airtransportation, comprising any measure taken or service offered by the carrier in connection with his/her transportation.

The undersigned declares to assume all possible expenses incurred by his/her transportation and to be responsible for any damage caused to the carrier(s) or third persons during the transportation.

Places: Date:
Signature of passenger or authorized person:

Medical certificate attached.

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ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

GROUND SERVICES

Ground transportation

General

In most countries of the world, the transportation of passengers between airport and town-terminal is not included in the air-fare. In some countries, this transportation is provided free of charge.

At connecting points between flights of one or more air-carriers when night-stop or change of aircraft is involved and passenger is ticketed for first onward air-connection without making stopover, many carriers absorb the cost of ground transportation from and to the airport for such transit passengers. No fare is usually collected in cases of cancelled flights or irregularities.

Cost and currency of ground transportation

The cost of the ground transportation has to be paid before departure of the coach.

The respective fare generally has to be paid in the currency of the respective country.

Children fare

The children are usually carried at reduced fare or free of charge according to their age but no general rule applies to percentage of reduction.

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~~CSA~~**ČESKOSLOVENSKÉ AEROLINIE****PASSENGER AND FREIGHT REGULATIONS****GROUND SERVICES****Transit expenses****General**

In accordance with Resolution 102 of IATA, air carriers may absorb at scheduled stopping points or at connecting points between flights of one or more carriers transit expenses mentioned below.

Important

Rules given below do not concern flight irregularities (delayed, postponed or cancelled flights, missed connections etc.) for which different regulations apply (see "Involuntary Change of Routing").

Many air carriers including ČSA, have adopted the "delivering carrier" principle, i.e. the delivering carrier makes the necessary arrangements and payment of expenses incurred at the stopping or connecting point according to its regulations. In exceptional cases when the delivering carrier does not bear transit expenses because of its regulations or special restrictions, ČSA may absorb these expenses as accepting carrier provided all other conditions for granting of this facility are complied with.

Local Representation of ČSA at the point where transit expenses are to be paid on account of ČSA, is only competent to decide whether the expenses will be borne by ČSA or not and should be consulted in each particular case.

Extent of facilities

Air carriers absorb following expenses:

1. hotel accommodations;
2. meals (appropriate to the time of day) including drinks;
3. ground transportation between airport and town terminal and vice versa;
4. transit tax (when such tax is not applicable to a competitive service).

The expenses paid by air carrier, may not exceed reasonable expenditures necessary to provide the above facilities.

Notes

Special restrictions apply to transit expenses at connecting points in the Continental United States of America or Canada for traffic which has its origin, destination or turn-around point in that area.

Further restrictions concern absorption of transit expenses relating to carriage performed between IATA Traffic Conference Areas 1 and 3.

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PASSENGER AND FREIGHT REGULATIONS

GROUND SERVICES

Transit expenses

CSA does not make cash payments but issues special vouchers to the passengers and settle all bills for lodging and meals directly with the restaurant or hotel concerned.

Advertising

Any advertising or publicity of the carrier relating to absorption of the transit expenses by the carrier shall be limited to a simple statement that the permitted expenses will be absorbed by the carrier. It is also forbidden to stress such absorption in the advertising or publicity as an inducement to travel.

Working procedures

Further details including working procedures regarding absorption of transit expenses by CSA are contained in the Manual of Transit Expenses of CSA.

- END -

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PASSENGER AND FREIGHT REGULATIONS

PREPAIDS

General

A Prepaid Ticket Advice (PTA) is a message sent by teletype, commercial wire or mail from one carrier (selling carrier) to another carrier (ticketing carrier) authorizing the ticketing carrier to issue one or more tickets and/or exchange orders or miscellaneous charges orders to one or more passengers. The PTA may be used for air transportation, excess baggage charges, incidental expenses and related services, to the extent stated in the message.

It is, however, not permitted to use PTA for transmittal of funds as such. Sales Agents may send and handle PTA's only through the offices of air companies. Sending, ticketing and settling of PTA's is subject to applicable government regulations concerning control of currency.

Sending of PTA's

After collection of the applicable fare, tax and other allowable charges or expenses, the office of selling carrier prepares an exchange order (or other accountable form) to cover the collection, but does not forward a copy of same to the ticketing carrier. If an exchange order is used, the original copy of it is not given to the purchaser or passenger. If a Sales Agent collects the amount of PTA, an exchange order is issued by him and forwarded with necessary instructions to the selling carrier who arranges for sending of PTA.

Communication expenses - Communication expenses arising in connection with normal handling of prepaids are absorbed by CSA provided that CSA is carrier on at least one sector of the prepaid journey. When the expenses arise from a special request of the passenger, they shall be charged to the passenger.

Composition of PTA message

A Prepaid Ticket Advice message prepared by the selling carrier has to contain the following details in following sequence:

1. the address of the reservations office of the ticketing carrier;
2. the letters PTA followed by the exchange order (or other accountable form) number prepared to cover the transaction;
3. the words "ISSUE TO";
4. the surname of passenger followed by one given name;
5. the passenger's full address, and if available, telephone number;
6. number and description of passage(s) sold including complete routing and fare basis (class, type of discounted fare or reduction) used for construction of fare

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PTA

DISADVANTAGE **PASSENGER AND TRIP**

Transportation refused or unclaimed

If the passenger refuses the prepaid transportation or when the PTA remains unclaimed after one month from date of issue of prepaid ticket, the ticketing office notifies the selling carrier's office as quickly as possible.

This notification cancels the Prepaid Ticket Advice and shall contain:

- a) the name of passenger;
- b) the form and serial number of the exchange order for other prepayable travel issued by the selling carrier in connection with PTA;
- c) the fact that PTA has been cancelled and the reasons for the cancellation.

Refunds and cancellations

If a PTA is cancelled on request of the purchaser, the selling carrier immediately notifies the ticketing carrier. Cost of commercial wire used for notification is charged to the purchaser. For further details, see "Refunds".

Reservation of seat

Reservation of seat will be normally arranged directly between the ticketing office and the passenger. The selling carrier may, however, request for making specific reservations.

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ČESKOSLOVENSKÉ PASSENGER AND FREIGHT REGULATIONS

REFUNDS Types of Refunds

1. Involuntary Refunds

These result when a passenger, who holds confirmed space, is unable to complete his original trip for reasons beyond his control, which include:

- Flight cancellation by the airline - wholly or in part
- Postponement or unreasonable delay of a scheduled flight
- Missed schedule stop (overcarriage/undercarriage)
- Missed connecting flight on which passenger held a reservation
- Inability of the carrier to provide previously confirmed space
- Carrier substitutes aircraft of a class of service other than that for which the passenger has paid
- Passenger carriage is refused because of safety or legal requirements or the condition or conduct of the passenger.

2. Voluntary Refunds

These are refunds of unused tickets or portion(s) thereof or exchange orders/ miscellaneous charges orders other than involuntary refunds. They will normally result when a passenger voluntarily:

- Cancels the trip or a part thereof
- Changes the itinerary of the trip causing differences in fares and charges
- Cancels sleeper accommodations
- Changes class of service prior to departure.

3. Refunds due to overcollection, reduction in fares and charges or other reason whereby a balance to the advantage of the passenger is created.

4. Refund due to cancelled Prepaid Interline Ticket Advice (Issue Wire).

5. Refund against lost documents.

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REA

ČESKOSLOVENSKÉ AEROLINIE

1. Unused parts of document subject to refund must be surrendered by the claimant except the cases when such refund is requested in connection with lost documents.
2. No refunds may be made on documents not properly validated.
3. Refunds cannot be made on documents showing that a reservation has been made or requested over a service of a carrier but is not properly cancelled in the ticket. Only after preceding application and confirmation from the carrier over whose services the reservation was made, the refund may be effected.
4. In general, documents are not refundable outside the country of payment and refunds should normally be made by the carrier making original collection of the fare in accordance with the currency regulations.
5. Documents bearing any restrictive note or being subject to special refund permission, may be refunded only when the required written permission is attached to them.
6. Loose flight coupons will be accepted for refund only when submitted together with the respective passenger coupons.
7. Special procedure applies to documents issued against credit payment (Air Travel Cards, Pay Later Plan) or issued at special discount or type of fare;
8. Application for refund must be made as soon as possible but not later than 30 days after the expiry of the document to be refunded.

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CSA**EXCHANGE ORDER**

EXCHANGE ORDER

1. Voluntary refunds

- a) Tickets - The amount to be refunded equals the difference between the originally paid fare and the fare applicable to the journey actually performed.
- b) Exchange Order - The amount to be refunded equals to the amount stated on the Exchange Order. Eventual cancellation and/or other service charges may be deducted from the amount refunded.

2. Involuntary refunds

- a. When no portion of the ticket has been used, the amount of refund will be equal to the fare paid;
- b. When a portion of the ticket has been used, the amount of refund will be:

I. for one-way tickets, either

- a) the applicable one-way fare, plus any charges, for the unused transportation from the point of termination to the destination or stopover point named on the ticket or to the point at which transportation is to be resumed, via -

- 1) the routing specified on the ticket, if the point of termination was on such routings; or
- 2) the routing of any airline(s) operating between such points, if the point of termination was not on the routing specified on the ticket; in such case the amount of refund will be based on the lowest fares applicable between such points;

or b) the difference between the fare paid and the fare for the transportation used, or to be used, whichever is the higher.

II. for round trip or circle trip tickets

- a) the same as in (a) and (b) above, except that the fare for the unused transportation shall be calculated on the basis of one-half of the round trip fare.

3. Refunds due to cancelled Prepaid Ticket Advice (Issue Wires)

Refunds shall be made only to the purchaser (sponsor), if not otherwise designated in the PTA (Issue wire). Before a refund of a PTA is made, issuing office has to confirm that no ticket has been issued and return PTA to selling office.

When the request for cancellation of PTA from the purchaser is received after issuance of the ticket and this ticket is no more available to the ticketing carrier,

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ČESKOSLOVENSKÉ AEROLINIE
PASSENGER AND FREIGHT REGULATIONS

REFUNDS
Computation of refunds

The carrier has to advise the selling office. In such case, it rests solely with the purchaser to recover the ticket from the passenger.

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CSA

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PASSENGER AND FREIGHT REGULATIONS

REFUNDS

Refunds of lost documents

The passenger will be refunded in accordance with following rules:

- a) If no portion of the lost document has been used refund will be made with the full amount of the fare paid;
- b) if no portion of the lost document has been used and the passenger has purchased a replacement document, the refunded amount will equal the fare paid for such replacement document;
- c) if a portion of the lost document has been used and the passenger has not purchased a replacement document, the refunded amount will be equal to the difference (if any) between the fare paid and the published fare between the points between which the document has actually been used;
- d) if a portion of the lost document has been used and the passenger has purchased a replacement document, the refunded amount will be equal the difference (if any) between the value of the used portion of the ticket and the fare paid for such replacement document.

Time limits

Application for refund must be made as soon as possible but not later than 30 days after the expiry date of the document lost.

Refund

Refund will be made by the carrier who issued the lost document in at least 60 days after this carrier is in possession of satisfactory proof that the lost document has not been used or previously refunded.

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CSA

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REGULATIONS
FOR THE LOSS OF TRANSPORTATION DOCUMENTS

Requests for refund

If a ticket or an unused portion thereof, Exchange Order, Excess Baggage Ticket is lost a refund may be made provided:

- 1) the passenger submits a written request for refund to the carrier which issued the lost document;
- 2) the lost document has not been used or refunded;
- 3) the passenger signs an "Indemnity Form" in which he declares to indemnify the refunding carrier against all expenses or loss incurred with respect to the refunded document.

In principle, the application for refund or for issuance of a replacement document should always be directed to the carrier who issued the lost document.

If the written request mentioned above sub 1) is addressed to CSA, it will be prepared in duplicate and shall contain:

- a) name of passenger;
- b) number of lost document, lost portion, fare construction with respective routing, total fare and means of payment;
- c) circumstances under which the document has been lost;
- d) any remarks of the carrier or agent to whom the passenger submits the request.
- e) signature of the passenger.

Original of the request will be sent to CSA, Accounting Dept-Section Claims, Prague. Duplicate signed by the agency receiving the request for refund will be returned to the passenger.

Issue of new document

If the passenger who has lost his transportation document requests issuance of a new document he will pay the fare applicable to the journey for which new document has been issued.

Amounts to be refunded

Rules governing refunds to passengers in connection with lost transportation documents are given under "Refunds".

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PASSENGER AND FREIGHT REGULATIONS

ČSA AIRCRAFT DATA
LOADING CHARTS

ILYUSHIN IL-18

Maximum acceptable dimensions of freight objects loaded into lower freight holds (All dimensions in cm)

| Max. width | Max. height | | |
|------------|-------------|-----|-----|
| | 50 | 55 | 60 |
| | Max. length | | |
| 5 | 343 | 338 | 333 |
| 10 | 335 | 330 | 325 |
| 15 | 328 | 323 | 318 |
| 20 | 320 | 315 | 310 |
| 25 | 313 | 308 | 303 |
| 30 | 305 | 300 | 295 |
| 35 | 298 | 293 | 288 |
| 40 | 290 | 285 | 280 |
| 45 | 283 | 278 | 273 |
| 50 | 275 | 270 | 265 |
| 55 | 268 | 263 | 258 |
| 60 | 260 | 255 | 250 |
| 65 | 253 | 248 | 243 |
| 70 | 245 | 240 | 235 |
| 75 | 238 | 233 | 228 |
| 80 | 230 | 225 | 220 |
| 85 | 223 | 218 | 213 |
| 90 | 215 | 210 | 205 |
| 95 | 205 | 200 | 195 |
| 100 | 195 | 190 | 185 |
| 105 | 183 | 176 | 170 |
| 110 | 165 | 150 | - |

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ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

ČSA AIRCRAFT DATA LOADING CHARTS

ILYUSHIN IL-18

Max. dimensions when the loaded freight - objects need not be rotated.

| Max. width | Max. height | | | |
|---------------|-------------|-----|-----|-----|
| | 50 | 55 | 60 | 65 |
| | Max. length | | | |
| 104 | 110 | 110 | 110 | 110 |
| 106 | 110 | 110 | 110 | - |
| 108 | 110 | 110 | - | - |
| 110 | 110 | - | - | - |

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CSA ČESKOSLOVENSKÉ AEROLINIE

PASSENGER AND FREIGHT REGULATIONS

GROUND SERVICES Transit expenses

Ticketing and reservations of seats

The passenger may qualify for obtaining the above facilities provided that before arrival at the stopping point (in case of through flight) or at the connecting point between flights (in case of change of flights of the same or two different carriers); he has:

1. to be ticketed for onward flight from such point (whether on a confirmed or space requested basis which upon arrival can be changed to "confirmed"),
or
2. holds confirmed space for onward flight from such point.

Important

No expenses may be absorbed by the carrier if the passenger voluntarily breaks his journey (makes stop-over) at the stopping or connecting point for personal reasons.

If, therefore, the passenger is entitled to and obtains the voucher for facilities named above, and subsequently decides to change his onward reservation of seat for a later flight or if he does not join the connecting flight, the carrier has to endeavour to collect from the passenger any expenses already absorbed.

Time limitations

Transit expenses may not be absorbed:

- a) beyond the time of departure of the next scheduled flight of the carrier on whose flight the passenger is ticketed and holds confirmed space,
or
- b) beyond 24 hours after arrival at the connecting point,
whichever is earlier.

Cash payments

Cash payments by carriers to passengers for covering of transit expenses are normally not allowed unless special written notice has been filed with IATA.

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